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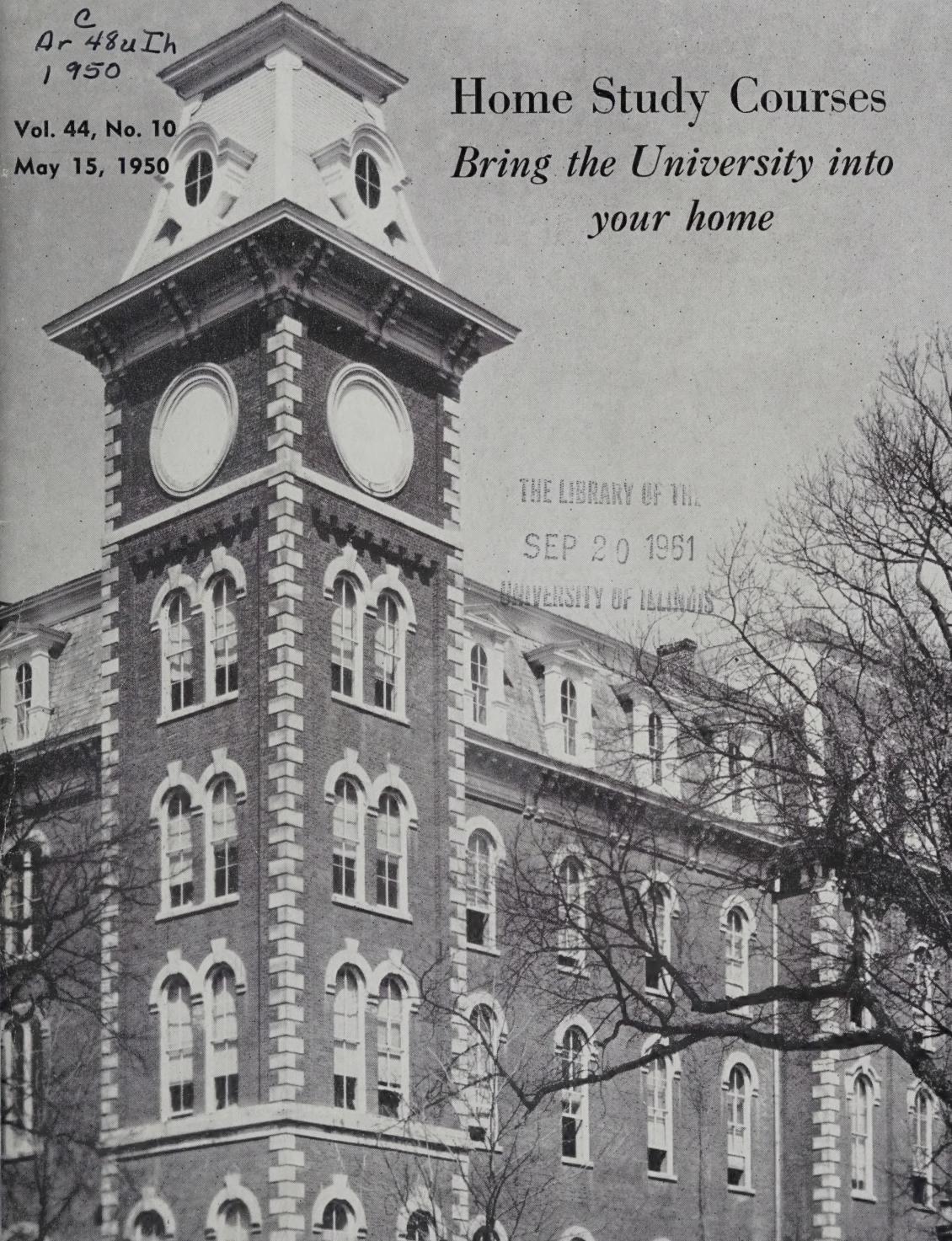
UNIVERSITY OF ARKANSAS BULLETIN

General Extension Service

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Home Study Courses
*Bring the University into
your home*



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UNIVERSITY EXTENSION SERVICES

For many years the General Extension Service of the University of Arkansas has provided Adult Education for those citizens of the state who have found it impossible to take up residence at the University. Adult Education is available in the form of extension classes, correspondence courses, short term institutes and lectures.

The educational services of the General Extension Service have been designed to help citizens of Arkansas receive additional education in order to help them in the effective discharge of civic responsibilities, improvement for occupational competence, and for continuous personal growth and development.

The General Extension Service of the University is using six principal methods by which the forementioned aims might be accomplished:

(1) **By Extension Classes.** Extension classes are organized in cities and towns wherever a sufficient number of people can be secured who wish to study a given subject. The University Extension teaching staff is drawn from the resident faculty members of the University of Arkansas or from faculty members of other institutions who are approved to teach in their major field. The University Extension Service will welcome requests for classes in a certain community and will provide complete information pertaining to credit work upon request.

(2) **University Residence Centers.** Residence Centers have been established at Little Rock, Arkansas and Harrison, Arkansas where University credit work is offered. The courses offered at the Harrison Residence Center are mainly junior college subjects and the courses offered at the Little Rock Residence Center are designed for graduate students. For additional information regarding courses at either center, please write to the Department of Class Instruction, General Extension Service, University of Arkansas, Fayetteville, Arkansas.

(3) **Institutes or Seminars.** Institutes for periods ranging from one day to several weeks provide intensive familiarization with courses for interested groups. Adult education in the non-credit areas is progressively increasing in scope. Short courses for different industries and professions are held on the University campus throughout the year. Business groups or trade associations interested in having a short course program during the year for members of their group are invited to write to the Director of Short Courses, General Extension Service, University of Arkansas, Fayetteville, Arkansas.

(4) **Lecturers.** A University Speakers Bureau has been established for the purpose of providing a list of members of the faculty who might serve as lecturers or leaders for discussion groups throughout the state. The faculty members included in the Speakers Bureau have a deep interest in public affairs and their special abil-

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ties, experiences and years of study in research qualify them as authorities in various fields. Speakers desired for civic groups and local organizations may write to the Speakers Bureau, General Extension Service, University of Arkansas, Fayetteville, Arkansas for catalogues.

(5) **High School Services.** The high school services division consists of the sponsorship of high school meets, music clinics, speech tournaments, and literary contests for high school students at the University of Arkansas. The Bureau of Play Production is also under this division which possesses a library of approximately 1,000 plays available for high schools throughout the state. The Bureau also cooperates with high schools through the state in the sponsorship of Career Days and College Days at the various high schools.

(6) **Correspondence Study.** Through correspondence study the University's General Extension Service offers lessons, study materials, and University faculty guidance by mail. Correspondence courses are offered for the benefit of those persons who can not take advantage of training offered in residence and are continuous throughout the year. It is about correspondence study that this catalogue has been designed and the subject matter from hereon will be concerned principally with correspondence study.

CORRESPONDENCE STUDY**GENERAL INFORMATION**

The practical value of correspondence study needs no argument to support it. It has been demonstrated in the leading universities both in America and Europe. Many who do not go to college because they are attracted by the immediate prospect of earning a salary or who are forced to make a living, are capable of profiting by a college education. These are finding in correspondence instruction a means of meeting educational needs.

Not all subjects can be taught successfully by correspondence. In some cases practical difficulties are in the way, such as the necessity for expensive equipment. In the preparation of the courses outlined in this bulletin, the limitations of home study have been kept in mind and courses have been worked out so as to be of the greatest possible benefit to the student.

COURSES OFFERED

Graduate Courses. Correspondence courses may not be counted as a part of the required work toward the Master's degree at the University of Arkansas.

Collegiate Courses. Most of the courses offered may be taken for college credit. Those who are not interested in credit toward a degree, but merely wish to study for what they can get out of it, may enroll without having completed the necessary prerequisites.

The numbers of the regular college courses contain three digits: The first number indicates in general the college year, the second the particular course, and the third the semester hours of credit. If a course is in two parts or more, the first part is indicated by the letter "a" following the digits, and the second by the letter "b." Credit for such courses may not be counted toward a degree until all parts are completed, except with the consent of the dean of the college concerned.

Students who wish to receive University credit for their work will be held responsible for the selection of courses that are in conformity with the regulations of the University. They should be very careful to select courses that will not duplicate work for which they have credit and which will apply on the degree in which they are interested. The following points should be noted:

1. The maximum amount of work done by correspondence shall be one hour of credit a week—not more than four reports per week in any one course and not more than eight a week in two or more courses.

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2. At the completion of each correspondence study course for University credit, the student shall be required to take an examination.

3. Work taken for credit may not be done by any student while in attendance at an institution of learning, unless written permission from the dean of that institution is filed with the Extension Service.

4. Students in residence at the University of Arkansas may enroll in correspondence work only in exceptional cases and with the written permission of the Dean of the College in which they are enrolled.

5. Seniors and teachers who plan to apply correspondence credits toward a degree or license are expected to complete their courses, including the examinations, at least two weeks before the credit is to be on file.

6. In addition to completing the prescribed course of study, candidates for a degree are required to spend one year of at least 36 weeks and to earn at least 30 semester hours credit in residence. Seniors who have already fulfilled this requirement will be permitted to earn credit not to exceed 6 semester hours through the General Extension Service.

7. Students who plan to transfer correspondence credits to another institution should check with the officials of that institution in regard to the courses they should take.

High School Courses. All high school courses offered carry entrance credit to the University. For additional information see "High School Courses" in the back of this bulletin.

METHOD OF INSTRUCTION

Upon receipt of the application and fee for a course, assignments are sent, together with return envelopes and instructions for the preparation of lessons and directions for making reports. When reports are received at this office, they will be sent to the instructor in charge. The graded lessons are returned to the students.

Most courses are conducted by University professors and in almost all cases by the ones who teach the resident courses in the same subject. This places the student in close relation with his instructor, and he is urged to ask his instructors for any necessary assistance.

TIME FOR ENROLLMENT AND COMPLETION

The General Extension Service operates throughout the entire year and students may enroll and begin work at any time.

Correspondence students should work on a definite schedule. If two or more than two courses are taken concurrently, the lesson reports should be rotated. This will give the student time to profit by the instructor's criticism.

The enrollment period for each course is twelve months from the date of enrollment. A student may secure an extension of time for a course, provided he does so within one month from the time his enrollment expires, by paying a fee of one dollar. The extension of time is for six months.

An extension of time will be granted college students for a period equal to the length of time which they spend in residence study. In cases where serious disability has prevented the student's finishing on time, a reasonable extension may be made.

RATE OF PROCEDURE

No student is allowed to send in more than four reports per week in any one course, nor more than eight reports per week in all courses.

EXAMINATIONS

In the case of students living outside the state of Arkansas, the General Extension Service may direct that the final examination be taken under the supervision of the County Superintendent or under the supervision of the Registrar of a recognized college.

Students who live in Arkansas must take examinations on the first Saturday of each month under the supervision of the County Supervisor of Schools in their county or under the official examiner of some college, or in the Extension Office at Fayetteville. In exceptional cases, a student may, by making arrangements with the Director of Extension at least ten days in advance, take an examination in a county other than the one in which he lives.

CREDIT HOURS

All extension credit is reckoned in semester hours, eight assignments corresponding to one semester hour in residence. Thus each course of three semester hours contains twenty-four assignments.

GRADES

The quality of a student's work is indicated by the following grades: A, B, C, D, E Incomplete, and F Failed. These grades stand approximately for per cents as follows: A, 95 to 100; B, 85 to 94; C, 75 to 84; D, 65 to 74.

FEES

A uniform fee of four dollars per semester hour is charged for correspondence courses. In most courses the student is required to use uniform correspondence paper which is furnished by the university. The amount shown after the description of each course includes a fifty cent charge for this material.

REFUNDS

No fee will be refunded because of the student's inability to pursue a course. A refund of 75 per cent may be made if requested by the student within thirty days of the date of enrollment.

If a correspondence study student wishes to drop a course and take the same course in residence he is entitled to a refund of 75% of the unused fee provided the transfer is made within six months from the date of enrollment.

TEXTBOOKS

Correspondence students must furnish their own textbooks. They may be secured in one of the following ways:

1. Student may purchase texts from the publisher.
2. New or used copies may be purchased from the University Book Store here by:
 - (a) having them sent C. O. D.
 - (b) sending remittance to the University Book Store, 2 per cent sales tax to be included.

Do not include remittance for purchase of textbooks in the check to General Extension Service to cover enrollment fees.

3. The General Extension Service has established a Rental Bureau through which correspondence students may rent college textbooks for a period of four months. If at the end of that time, the student has not completed his course, he may pay another rental fee and keep the books four months longer. No rental fee will be accepted for a period of less than four months. The rental fee is shown in parentheses immediately after the description of each course. These fees are payables in advance. High school textbooks are not available on rental basis.

Students desiring to rent textbooks should make checks or money orders for the courses and textbook rentals payable to the General Extension Service, University of Arkansas.

POSTAGE

The University pays the postage on all mail sent to the students. Students pay the postage on the lesson reports sent to the University.

ADMISSION TO THE UNIVERSITY

It is not necessary for a student to be formally admitted to the University before taking extension courses for credit. However, he should be sure that he has to his credit at least 15 units of high school work so distributed as to meet the entrance requirements of the college which he proposes to enter. Transcripts of high school records should not be sent to the registrar until the student is ready to do resident work.

SPECIAL NOTICE TO VETERANS

Because of the excessive costs of handling veteran enrollments in correspondence study at University of Arkansas, this Institution does not have a contract with the Veterans Administration.

Other schools, which are also members of the National University Extension Association, at which contracts with the Veterans Administration are now in effect, and at which free tuition may be available to veterans are:

University of Colorado Boulder, Colorado	University System of Georgia Atlanta, Georgia
University of Florida Gainesville, Florida	University of Kentucky Lexington, Kentucky
Indiana University Bloomington, Indiana	University of Minnesota Minneapolis, Minnesota
Louisiana State University Baton Rouge, Louisiana	Ohio University Athens, Ohio
University of Nebraska Lincoln, Nebraska	University of Oklahoma Norman, Oklahoma
Oklahoma Agricultural & Mechanical College Stillwater, Oklahoma	University of Tennessee Knoxville, Tennessee
	University of Wisconsin Madison, Wisconsin

ACCOUNTING

203a. **Accounting Principles.** The theory and practice of double entry bookkeeping, illustrating the use of the fundamental books, and interpretation and classification of accounts, and the preparation and analysis of statements. 24 assignments. 3 semester hour. \$12.00

203b. **Accounting Principles.** A continuation of 203a. 24 assignments. 3 semester hours. \$12.00

AGRICULTURAL ENGINEERING

101. **Graphic Methods.** A study of the principles of designing, constructing and interpreting charts, graphs, and diagrams. 8 assignments. 1 semester hour. \$4.00. (\$0.85)

AGRONOMY

113. **Survey of Field Crops.** A basic course in American field crops; origin, classification and varietal characteristics; adaption to soil and climate, and for use as food, feed, or soil improvement; values of lime, fertilizing materials, rotations, good seed; areas and principles of production. This course is designed to give the student a general knowledge of field crops, to give an insight to the problems connected with the culture of these crops, and to show where each may fit into the farm business. No credit is allowed Agriculture majors at the University of Arkansas. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

ANIMAL INDUSTRY

112. **Poultry Production.** A study of the principles and practices involved in the management of the farm poultry flock. Special attention is given to the subject of breeding, brooding, housing, culling, marketing, and disease. The course is designed for those who are interested in approved practices in poultry production. 16 assignments. 2 semester hours. \$8.50 (\$1.40)

313. **Animal Genetics.** This course is designed to give the student a non-technical introduction to the study of heredity in animals. The application of Mendel's laws is made from both the practical and cultural viewpoints. The relation of parents to the improvement of a race of animals is considered. The final lessons are devoted to a consideration of eugenics. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

BIBLE

103. **Life and Literature in the Bible—Old Testament.** A general introductory course covering the life and work of the outstanding characters, with a review of the various kinds of literature in the

Old Testament. The study will be made with an introduction to the history of the Hebrews dating from the earliest Biblical records to the time of Christ. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

123. Teachings of Jesus. A survey of the New Testament documentary sources containing the sayings of Jesus, His Methods of teaching, His assistants and the social process containing His teaching. Two main emphases dealing with the synoptic gospels and the Johannine literature. Both the historic and the experimental phases of His teaching are given due consideration. The practical application of Jesus' teaching is suggested in relation to personality, the Church, race, war, industry, government, and family life. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

BOTANY

163. Survey of Botany. An elementary treatment of the fundamental principles and concepts of Botany with an illustrative study of representative plants from each of the major plant groups. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

293. Economic Botany. This course is designed to give the student non-technical knowledge of the cultural and economic phases of botany. Particular attention is given to the production, preparation, and handling of plant products. The influence of plants on man is emphasized. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

333. Plant Geography. Desidned to acquaint the student with the geographical distribution of plants, their relation to ecology and to commercial botany. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

CHEMISTRY

163. Survey of Science (Chemistry). The fundamental importance of chemistry in our modern life and some of the methods and thinking which have brought about the development of the science. Intended as a cultural course for non-technical students desiring a general knowledge of chemistry. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

333. History of Chemistry. The development of chemistry, intended to furnish a helpful basis for the study of the present day science. For advanced students. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

CIVIL ENGINEERING

312. Elementary Surveying. General surveying to meet the needs of all engineering students; the care, use, and adjustment of tape, level compass, and transit; study of land surveying, public land surveys, areas and traverse calculations by latitude and departure methods. Required of all engineering students, except civil engineers.

Prerequisite: Math. 133. 16 assignments. 2 semester hours. \$8.50 (\$1.40)

315. **Strength of Materials.** Stresses and deformation of elastic bodies, temperature stresses, riveted joints, torsion of shafts, helical springs, stresses in beams and columns, eccentric loading, shears and moment diagrams, and deflections of beams. Required of all junior engineering students. Prerequisite: M. E. 305. 40 assignments. 5 semester hours. \$20.50 (\$1.15)

362. **Theory of Structures.** Calculation of reactions, shears, moments and stresses under fixed loads. Also graphic solutions of same problems. Corequisite: M. E. 305. 16 assignments. 2 semester hours. \$8.50 (\$1.15)

373. **Theory of Structures.** Calculation of maximum reactions, shears, moments and stress under moving loads. Influence lines and lateral loads are considered as well as deflection of trusses and solution of simple statically indeterminate trusses. Prerequisite: C. E. 362. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

392. **Highways.** The location, design, construction and maintenance of gravel, sand, clay, broken stone, concrete, bituminous concrete, brick, and sheet asphalt pavement. Prerequisite: C. E. 212. 16 assignments. 2 semester hours. \$8.50 (\$1.40)

383. **Hydraulics.** This course involves theory and practical problems in hydrostatics, hydrokinetics, and hydrodynamics with emphasis on the first two mentioned. Prerequisite: Mechanics. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

DRAWING

112. **Mechanical Drawing.** The selection and care of instruments, lettering, orthographic projection, working drawings, and house plans. No prerequisite. 16 assignments. 2 semester hours. \$8.00 (\$1.15)

122. **Descriptive Geometry.** Application of the principles of Geometry to Engineering Drawing; location of projections and solving of practical problems by graphic methods. Prerequisite: 112. 16 assignments. 2 semester hours. \$8.00 (\$1.00)

212. **Mechanical Drawing.** Lettering, parallel and angular perspective, isometric drawing, and technical sketching. Prerequisite: 112. 16 assignments. 2 semester hours. \$8.00 (\$1.15)

222. **Mechanical Drawing.** Detail working drawings, assembly drawings, wash drawings, and gear drawings. Prerequisite: 212. 16 assignments. 2 semester hours. \$8.00 (\$1.15)

ECONOMICS

103a. **Survey of Economic and Social Institutions.** Descriptive survey of economic society, trends of institutional development,

methods of analysis, and contemporary problems. Not open to juniors and seniors. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

103b. **Survey of Economic and Social Institutions.** A continuation of 103a. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

203a. **Principles of Economics.** An introduction to the fundamental economic principles underlying the production, valuation, exchange, distribution, and consumption of economic goods. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

203b. **Principles of Economics.** A continuation of 203a. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

EDUCATIONAL PRINCIPLES

102. **Introduction to Education.** This course is the first in a sequence of courses commonly required of those preparing to teach. Its purpose is to familiarize students with the field of education so that they may know what is involved in teaching, what opportunities are available, and what society expects of teachers. In order to do this the course includes an overview of the educational system and extensive treatment of the teaching profession. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

201. **School and Community Relationships.** The aim of this course is to give the pre-service teacher or the in-service teacher a better understanding of the aims and purposes of the public school system, its function in society, the relationship between the home, school and community, the need of greater cooperation among these educational agencies, and how such cooperation may be secured. Since the National Congress of Parents and Teachers was established for these purposes, a study of its aims, functions and organization is included as a part of the course. 8 assignments. 1 semester hour. \$4.50 (50c)

ELEMENTARY EDUCATION

103. **Introduction to Childhood Education.** A study of children; observing and recording behavior of children; a study of methods of guidance of child behavior and a study of organization of the elementary school. 24 assignments. 3 semester hours. \$12.50 (\$1.75)

333. **Reading and Other Language Arts.** Materials and methods of teaching reading, composition, spelling, and penmanship. Prerequisite: Elementary Education 103 and junior standing or consent. 24 assignments. 3 semester hours. \$12.50. (\$3.50)

353. **Children's Literature.** Reading and study of books for children, together with a study of authors and illustrators of children's books and the carrying out of various activities in connection with the sharing of books. Prerequisite: Junior standing or consent. 24 assignments. 3 semester hours. \$12.50 (\$4.40)

403. Diagnostic and Evaluative Techniques. Study of various techniques for learning the development and needs of the child and for evaluating his growth or progress in all phases of development and learning. Prerequisite: Elementary Education 333. 24 assignments. 3 semester hours. \$12.50 (Not available until January 1, 1951)

SECONDARY EDUCATION

203. Principles of Secondary Education. An introductory course for students who wish to become classroom teachers of secondary schools. Historical development of secondary education in America and in Europe; educational reorganization on the secondary school level; nature of the high school pupil and the high school population; aims, functions, and curricula of the modern secondary school. 24 assignments. 3 semester hours. \$12.50 (\$1.75)

303. Principles of Secondary Education. An alternative course for 203 above, with a little more extensive treatment of the same topics. 24 assignments. 3 semester hours. \$12.50 (\$1.75)

313. Technique of Teaching (Secondary). This course deals with the problems of skillful teaching in the high school. It considers modern methods of teaching common to all secondary school subjects. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

352S. Science Teaching in the High School. A critical presentation of the aims, textbooks, methods and laboratory procedure used in science teaching. Prerequisite: 203, 313, Psychology 203, and 15 hours of science. 16 assignments. 2 semester hours. \$8.50 (\$0.80)

352H. Teaching the Social Studies. A course designed to present the best methods of teaching history and the other social sciences in the high school. Prerequisites: 203, 313, Psychology 103 or 203, and 15 hours in social science. 16 assignments. 2 semester hours. \$8.50 (\$1.15)

352M. Teaching of Mathematics. Junior and senior high school mathematics; education value; methods of teaching; order and importance of topics; textbooks and literature. Prerequisites: 203, 313, Psychology 103 or 203, and Mathematics 113, 123, and 133. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

352E. Teaching of English in Senior High School. The aims, methods, and results of teaching English in high schools. Prerequisites: 203, 313, Psychology 103 or 203, and two years of English. 16 assignments. 2 semester hours. \$8.50 (\$1.65)

373. Secondary Tests and Measurements. A survey of the available high school tests; technique of giving, scoring, tabulating and interpreting results. Each student in the course will be expected

to give some of the tests more generally used in high schools. Prerequisite: Technique of Teaching. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

ENGLISH

103a. **Composition.** This is the regular freshman composition course. The purpose is to give training in accurate and effective writing. Study of textbooks in rhetoric and in literature. 24 assignments. 3 semester hours. \$12.50 (\$1.80)

103b. **Composition.** A continuation of 103a. Prerequisite: 103a. 24 assignments. 3 semester hours. \$12.50 (\$1.80)

202a. **Composition.** This course is designed to give those in business, or who plan to enter that field, training in the fundamentals of composition and business writing. 16 assignments. 2 semester hours. \$8.50 (\$1.45)

202b. **Composition.** This course is a continuation of 202a, more advanced in nature, with the emphasis upon the business letter. 16 assignments. 2 semester hours. \$8.50 (\$1.75)

203. **Exposition (Technical Papers).** Prerequisite: sophomore standing. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

233. **English Literature in Outline.** The life and literature of the English people from Anglo-Saxon times to the close of the nineteenth century. Study of the works of representative authors, reports, and critical essays. The sophomore course. Prerequisite: 103. 24 assignments. 3 semester hours. \$12.50 (\$2.25)

243. **English Literature in Outline.** A continuation of 233a. 24 assignments. 3 semester hours. \$12.50 (\$2.25)

232. **English Composition.** Technical writing with some study of scientific and technical articles of various kinds. Open to students in the Colleges of Agriculture and Engineering and to geology majors in the College of Arts and Sciences. Prerequisite: 103. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

413. **Modern Grammar.** Prerequisite: Junior standing. The structure of the modern sentence, with attention to the historical backgrounds of modern English grammar. 24 assignments. 3 semester hours. \$12.50 (\$0.65).

463a. **Shakespeare and His Contemporaries.** Prerequisite: Junior standing. Development of Elizabethan drama to the closing of the theaters. 24 assignments. 3 semester hours. \$12.50 (\$4.75)

463b. **Shakespeare and His Contemporaries.** A continuation of 463a. Prerequisite: Junior standing. (463a not a prerequisite) 24 assignments. 3 semester hours. \$12.50 (\$4.75)

543. **Literature of the United States.** A survey of representative writings from colonial times to the end of the Civil War. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.25)

553. **Literature of the United States.** A survey of representative writings from 1865 to 1945. Prerequisite: Junior* standing. 24 assignments. 3 semester hours. \$12.50 (\$2.25)

FRENCH

103a. **Elementary French.** Grammar and composition. 24 assignments. 3 semester hours. \$12.50 (\$0.80)

103b. **Elementary French.** A continuation of 103a. Reading a French play. Prerequisite: 103a or one high school unit. 24 assignments. 3 semester hours. 12.50 (\$1.00)

203a. **Intermediate French.** Composition, syntax, reading of representative work of modern French authors. Prerequisite: Elementary French or two high school units. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

203b. **Intermediate French.** A continuation of 203a. Optional prerequisite: Three high school units. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

333a. **Advanced French Composition.** Grammar, review, and written composition. Prerequisite: French 103 and 203. 24 assignments. 3 semester hours. \$12.50 (\$0.80)

333b. **Advanced French Composition.** A continuation of 333a. 24 assignments. 3 semester hours. \$12.50 (\$0.85)

GEOGRAPHY

112. **Human Geography.** The influence of physical factors in the environment on man and his activities. 16 assignments. 2 semester hours. \$8.50 (\$1.40)

122. **Human Geography.** The influence of economic factors as related to geography. Foods, raw materials, fuels, commerce and regional geography receive attention. 16 assignments. 2 semester hours. \$8.50 (\$1.40)

GENERAL BUSINESS

442. **Commercial Law.** The object of this course is to acquaint students with the fundamental principles of those legal topics which are most usually involved in business problems. It covers contracts, sales and bailments. 16 assignments. 2 semester hours. \$8.50 (\$3.00)

452. **Commercial Law.** This is a continuation of Commercial Law 442. It deals with negotiable instruments, corporations and

stockholders, principal and surety, property, deeds of conveyance, mortgages and the like. 16 assignments. 2 semester hours. \$8.50 (\$3.00)

462. **Commercial Law.** A continuation of 452. 16 assignments 2 semester hours. \$8.50 (\$3.00)

GERMAN

103a. **Elementary German.** Grammar, composition, and reading of easy texts. 24 assignments. 3 semester hours. \$12.50 (\$0.80)

103b. **Elementary German.** A continuation of 103a. Prerequisite: 103a or one high school unit. 24 assignments. 3 semester hours. \$12.50 (\$0.80)

203a. **Modern German Prose.** Selections from nineteenth century authors. Composition based on texts read. Prerequisite: Elementary German or two high school units. 24 assignments. 3 semester hours. \$12.50 (\$0.75)

203b. **Modern German Prose.** A continuation of 203a. Optional prerequisite: Three high school units. 24 assignments. 3 semester hours. \$12.50 (\$0.50)

212a. **German Composition.** A thorough review of grammar and work in composition. Prerequisite: Elementary German or two high school units. 16 assignments. 2 semester hours. \$8.50 (\$0.75)

212b. **German Composition.** A continuation of 212a. 16 assignments. 2 semester hours. \$8.50 (\$0.75)

HEALTH

Zoology 142 is designed to meet the requirements of the State Board of Education for a course in Health.

HISTORY

103a. **Introduction to Modern and Contemporary Civilization.** The chief content of this course is history since 1500 with more emphasis on the period since 1815. Economic, cultural, and political developments are discussed to help the student understand the civilization of today. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

103b. **Introduction to Modern and Contemporary Civilization.** A continuation of 103a. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

203a. **History of the United States to 1865.** A survey of the development of the American nation, beginning with discovery and early settlements, carrying through the Revolution, the westward movement, and the Civil War. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

203b. **History of the United States Since 1865.** A continuation of 203a. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

213a. **History of England to 1763.** A general course treating of the political, religious, literary, and economic activities of the English people. The origin and growth of the more important institutions, such as kingship, parliament, courts, and the church; the struggle for democratic government, especially the great reforms of the nineteenth and twentieth centuries, and the movement for social betterment. A brief survey of the British Empire. Not open to freshmen. 24 assignments. 3 semester hours. \$12.50 (\$3.75)

213b. **History of England, 1763-1939.** A continuation of 213a. 24 assignments. 3 semester hours. \$12.50 (\$2.50)

232. **History of Rome.** The history and institutions of the Romans. Not open to freshmen. 16 assignments. 2 semester hours. \$8.50 (\$1.15)

323. **History of the Middle Ages.** A study of Western European Civilization during the period 300-1500; its economic, political and social institutions with a comprehensive survey of the cultures that were influential in its development. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

343. **The French Revolution and Napoleon.** A study of the political, social, and economic conditions of pre-revolutionary Europe; the rise of public opinion and its expression in the French Revolution; and of the chief events and movements of the Napoleonic period, with special reference to their effects on Europe. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

353. **Far East.** An account of the more significant internal developments in the countries of Eastern Asia. Special emphasis placed on the international relations of China and Japan, one with the other, and with European nations and the United States. Prerequisites: 6 hours of history and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

393. **American Foreign Relations (same as Political Science 393).** This course covers the entire period since 1776, with special attention to relations with Great Britain and to the Monroe Doctrine, Latin America and Asiatic problems, the Great War and the peace movement. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

453. **Latin America.** A study of Latin American cultural, economic and political development from discovery to the present. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.25)

463. **Latin America and the United States.** The Latin American Policy of the United States and our diplomatic, economic and cul-

tural relations with the other American republics from independence to the second World War. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.25)

HOME ECONOMICS

253. **Nutrition and Health.** The aim of this course is to give the student a comprehensive survey of the knowledge of the vitamins, mineral elements, ferments, ductless glands and hormones from the standpoint of human relations and applications. The information contained in each lesson is beneficial to anyone interested in the relation of diet to health. Assignments in this course serve as a lucid guide to the application of modern medical discoveries to hygienic living. 24 assignments. 3 semester hours \$12.50 (\$0.75)

HORTICULTURE

213. **Vegetable Crops.** A general course in vegetable production for home and market, with attention to the ecology of vegetable crop plants, economic and dietetic value of vegetables, and the principles of cultural practices. 24 assignments. 3 semester hours. \$12.50 (\$1.65)

LATIN

113a. **Elementary Latin.** Grammar and exercises, selections from Caesar. To meet the needs of students in the sciences and to lay a foundation for those students who intend to continue Latin or the modern languages. 24 assignments. 3 semester hours or one high school unit. \$12.50 (\$1.00)

113b. **Elementary Latin.** A continuation of 113a. 24 assignments. 3 semester hours or one high school unit. \$12.50 (\$1.00)

133a. **Cicero's Speeches and Letters.** Six speeches and selections from the letters; a review of forms and syntax; introduction to the use of good English in translation. For students who offer two units of Latin for entrance. 24 assignments. 3 semester hours. \$12.50

133b. **Cicero's Speeches and Letters.** A continuation of 133a. 24 assignments. 3 semester hours. \$12.50

203a. **Virgil's Aeneid.** Due attention is given to form, syntax, and prosody, but the chief aim is an appreciation of the poem as literature. For students who offer three units of Latin for entrance. 24 assignments. 3 semester hours. \$12.50

203b. **Virgil's Aeneid.** A continuation of 203a. 24 assignments. 3 semester hours. \$12.50

213a. **Cicero and Livy.** Prerequisite: 203 or 4 high school units. 24 assignments. 3 semester hours. \$12.50

213b. **Terence and Plautus.** Prerequisite 203 or 4 high school units. 24 assignments. 3 semester hours. \$12.50

LAW

See Courses in General Business.

MANAGEMENT AND MARKETING

343. **Principles of Marketing.** This course is a descriptive and analytical introduction to the field of marketing or distribution. It furnishes a basis for the more specialized marketing courses such as Retail Store Management. Prerequisite: Economics 203. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

353. **Principles of Advertising.** Place of advertising in business; kinds of advertising; factors governing the preparation of effective advertisements; research, typography, copy and layout techniques; evaluation and selection of media; advertising budgets and campaigns; measuring the effectiveness of advertising. Prerequisite: Economics 203. 24 assignments. 3 semester hours. \$12.50 (\$2.75)

373. **Distributive Education.** A course designed for present and prospective teachers or coordinators in business education. Flexibility in the course content provides for including topics of current importance and individual student needs. Prerequisite for college credit: junior standing or affiliation with the vocational program. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

393. **Consumer Economics.** Designed to give consumers and retail store personnel a better understanding of their mutual interests. Prerequisite: Economics 203. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

433. **Industrial Management.** Management as a business force; the science of management; organization and control; manufacturing processes, location, arrangement, and equipment of industrial plants; work analysis, time and motion studies; training methods; control of labor, production, materials and costs; industrial safety; morale and supervision; employee participation in management. Prerequisite: Economics 203. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

493. **Retail Store Management.** Covers the fundamentals that make for success in retailing merchandising. Prerequisite: Marketing 343. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

MATHEMATICS

103. Solid Geometry. A college course in solid geometry intended for students who offer only one unit of geometry for entrance. 24 assignments. 3 semester hours. \$12.50 (\$0.75)

113. Introductory College Algebra. A collegiate treatment of advanced high school algebra, designed for students who have completed one unit in high school algebra. This course may be counted as credit toward any degree except Engineering. Students in the College of Engineering may use it to remove entrance deficiencies. 24 assignments. 3 semester hours. \$12.50 (\$0.85)

123. College Algebra. This is the regular freshman course in algebra and is based upon one and one-half units of high school algebra. Students who have only one unit in algebra should enroll for course 113 and then follow this with 123. 24 assignments. 3 semester hours. \$12.50 (\$0.85)

133. Plane Trigonometry. This is the regular freshman course in trigonometry and is open to all who have completed college algebra. 24 assignments. 3 semester hours. \$12.50 (\$0.85)

145. Analytic Geometry. This course is required of all engineering students and may be used as an elective by others. It is open to those who have completed college algebra and plane geometry. 40 assignments. 5 semester hours. \$20.50 (\$0.90)

153. Mathematics of Finance. Planned to fit the needs of students in Business Administration. Prerequisite: 123. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

214a. Differential Calculus. The first half of the regular sophomore course. Prerequisite: Analytic Geometry. 32 assignments. 4 semester hours. \$16.50 (\$1.25)

214b. Integral Calculus. The last half of the regular sophomore course. 32 assignments. 4 semester hours. \$16.50 (\$1.25)

303. Theory of Equations. Prerequisite: 214. 24 assignments. 3 semester hours. \$12.50

343. Differential Equations. An introductory course in the more common ordinary differential equations with applications to geometry, physics, and engineering. Prerequisite: Differential and Integral Calculus 214. 24 assignments. 3 semester hours. \$12.50 (\$0.80)

NATURE STUDY AND CONSERVATION

102. Nature Study. This course prepares any person who is interested in living things with a background for a better understanding of them. It is presented so that teachers will have sufficient information and basic material upon which to offer a teaching program

in Nature Study in the public school. The course, if properly studied, will provide the necessary background for many classroom demonstrations and field projects. 16 assignments. 2 semester hours. \$8.50 (\$1.40)

302. **Conservation of Natural Resources.** Conservation of soils, minerals, water, and power resources of the United States. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$1.40)

PHILOSOPHY

203. **Ethics.** An analysis of the origin of morals, of typical theories, and of current moral problems. Prerequisite: sophomore standing. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

213. **Logic.** The application of logic to the practical problems of everyday life. It includes an analysis of inductive and deductive reasoning, of the nature of hypotheses, verification, scientific method, etc. Prerequisite: sophomore standing. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

223. **Introduction to Philosophy.** A definition of basic philosophical concepts and a consideration of their relation to other approaches to experience, such as science, art, and religion. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

PHYSICAL EDUCATION

292. **Methods and Materials of Physical Education for Elementary schools.** For teachers and those preparing to supervise or assist in school and community physical education and recreation programs. 16 assignments. 2 semester hours. \$8.50 (\$1.15)

342. **Administration of Physical Education and Athletics.** The purposes of this course are to acquaint the student with the best practices and methods and to show him how the principles and theories may be applied to Arkansas schools. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

POLITICAL SCIENCE

202. **American National Government.** A foundation course in more advanced work in government. The organization and problems of our national government and the work of co-ordinate branches, with emphasis upon the work of administration. Prerequisite: sophomore standing. 16 assignments. 2 semester hours. \$8.50 (\$2.35)

212. **American State and Local Governments.** A brief review of the constitutional development, structure, operations, and contemporary problems of American state, county and municipal government, with emphasis on administration. A foundation course for

more advanced work in administration and municipal government. Prerequisite: sophomore standing. 16 assignments. 2 semester hours. \$8.50 (\$2.50)

393. **American Foreign Relations.** Prerequisite: Junior standing. Identical with History 393. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

PSYCHOLOGY

103. **General Psychology.** A course in the fundamentals of course designed to acquaint prospective teachers with the fundamentals of human behavior applied to education. This course is intended only for persons who are preparing to be elementary teachers and may be used for credit toward a degree in the elementary curriculum of the College of Education. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

203. **General Psychology.** A course in the fundamentals of mental life and behavior. This course is planned to give the student a thorough acquaintance with the facts of the mind from the modern, experimental point of view. Prerequisite: sophomore standing. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

213. **Applied Psychology.** A survey of the psychological principles and methods which are most significant for the practical control of human behavior. The fundamental factors conditioning human efficiency, psychological methods of vocational selection, and the psychological factors in advertising, selling, and industrial management. Prerequisite: Psychology 103 or 203. 24 assignments. 3 semesters hours. \$12.50 (\$1.15)

233. **Child Psychology.** A study of the development of the child from birth to adolescence. The influence of the development during these early years upon the development and acquisition of adult patterns of behavior is considered. Prerequisite: Psychology 103 or 203. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

313. **Social Psychology.** A study of public opinion, custom, imitation, psychology of leadership, conflict, discussion, and group behavior. Gives an insight into contemporary social problems. Prerequisite: Psychology 103 or 203. 24 assignments. 3 semester hours. \$12.50 (\$2.25)

322. **Psychology of Adolescence.** The important changes and development of the individual during the adolescent years. Of interest to those dealing with boys and girls of high school age. Prerequisite: Psychology 103 or 203. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

333. **Educational Psychology.** A more advanced consideration of psychological topics of importance to the teacher. There is a

detailed study of basic psychological concepts, with emphasis on their application in the educational situation. Prerequisite: Psychology 103 or 203. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

PUBLIC SPEAKING

203. Principles of Effective Speaking. Speech composition; delivery. Primary consideration is given to speech composition, including analysis of the general purposes and the arrangements of materials to attain these ends. Short original speeches on selected topics. Prerequisite: English 103. 24 assignments. 3 semester hours. \$12.50 (\$0.85)

222. Public Discussion and Debate. The principles of argumentation and group discussion; construction of arguments; adaptation to audiences; and rebuttals. Prerequisite: 203. 16 assignments. 2 semester hours. \$8.50 (\$0.80)

RURAL ECONOMY AND SOCIOLOGY

103. Production Economics. This course is comparable to the course offered in Rural Economics and Sociology in the spring semester as a required course for freshmen in the College of Agriculture. The purpose of this course is to provide a background in the nature of production, reason for selection for particular enterprises on farms and a brief analysis of the methods of determining the cost of production so that adjustment might be made to correct maladjustments in production. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

383. Farm Management. General economic principles applied to the business of farming. This course treats of choosing and acquiring land, livestock, and farm equipment and developing a cropping system; of management for efficient use of the factors of production; of analyzing farm businesses to discover methods of combining farm enterprises so as to obtain the greatest net returns. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$3.00)

373. Principles of Agriculture Economics. This course deals with the principles of economics as applied to the business of farming. Topic for study will include types of farming, efficiency in organization and management, selection of farm enterprises, proportioning the factors of production, land tenure, prices, credit, taxation, marketing, and agricultural legislation. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

323. Rural Sociology. A study of rural society; the development and interrelation of rural institutions, farm organizations and rural leadership; the effect of public policies upon rural institutions and agencies; the relation of the standard of living of the group to the individual; types of communities and principles of community development; some effects of changes in material culture upon social organization. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

343. Community Organization. This course is intended primarily for teachers, extension agents, welfare workers and other persons engaged in work with rural people. It deals with the organization of local groups and activities and with the organization of the community as an effective functioning unit. It analyzes the natural organization of the community and the techniques by which this organization can be shaped to handle community problems more effectively. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.35)

352. Rural Family Life. The sudden transfer of the rural family from the farm to the city, together with the growth of new ideas, has caused changes, confusion and failure in family life. The aim of this course is to make available interesting information relating to our most important social institution—the family. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$2.25)

433. Marketing Agricultural Products. This course aims to cover the fundamental principles of market distribution as applied to the marketing of staple and perishable agricultural products. Topics: relation of marketing to production; marketing agencies, recent trend in marketing practices; relation of market prices to production and quality of product; cooperation in relation to marketing. Particular attention will be given to the marketing of Arkansas products. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

SHORTHAND

103a. Shorthand. This course covers the theory of Gregg shorthand. Gregg Shorthand simplified is the method used. No college credit is allowed if shorthand was taken for credit in high school. 24 assignments. 3 semester hours. \$12.00 (\$1.75)

103b. Shorthand. A continuation of 103a. 24 assignments. 3 semester hours. \$12.00 (\$1.75)

SOCIAL WELFARE

313. Introduction to Social Work. This is a survey course intended to give a background in Social Welfare. It deals with the various spheres in which social work has been found most useful, including such subjects as family welfare, dependent, neglected and delinquent children, adult delinquency, mental disease, health, group work, and community organization. Prerequisite: Junior standing or experience in social work. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

323. Juvenile Delinquency. The nature, causes, extent, and methods of treatment of juvenile delinquency, including the courts, probation, parole, and institutions. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.75)

363. Problem's of Child Welfare. A study of the social needs of children, including standards and methods of care. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

382. Public Employment Service. This course deals with the organization and administration of the employment service, including the state and local offices, personnel advisory councils, reports and statistics. It is designed to give an idea of the work of an employment office. 16 assignments. 2 semester hours. \$8.50 (\$1.40)

SOCIOLOGY

203. Introduction to Sociology. The study of man in his group relationships. The family, industry, religion, education, recreation, etc. Origin and development. Social ideals and objectives and methods of improvement. Prerequisite: Sophomore standing. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

223. Social Problems. Prerequisite: Sophomore standing. Analysis of prevailing conditions and proposed solutions for selected social problems. 24 assignments. 3 semester hours. \$12.50 (\$1.75)

332. Population Problems. The growth of population in general and in the United States. Composition and distribution; race, age, sex, and so forth. Changes from rural to urban life. Ancient and modern doctrines of population. Birth and death rates. Present and future trends. Expanding populations as a cause of war and world disturbance. Prerequisite. Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$1.40)

343. Criminology. Nature and extent of crime, theories of causation, processes of criminal justice, prevention and treatment of crime. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

SPANISH

103a. Elementary Spanish. Grammar, composition and reading of easy texts. 24 assignments. 3 semester hours. \$12.50 (\$0.65)

103b. Elementary Spanish. A continuation of 103a. Prerequisite: 103a or one high school unit. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

203a. Intermediate Spanish. Syntax, composition, reading of representative works. Prerequisites: Elementary Spanish or two high school units. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

203b. Intermediate Spanish. A continuation of 203a. Optional prerequisite: Three high school units. 24 assignments. 3 semester hours. \$12.50 (\$1.15)

ZOOLOGY

142. Fundamentals of Health. A study of the general principles of personal hygiene and the promotion of health. 16 assignments. 2 semester hours. \$8.50 (\$1.15)

303. Animal Ecology. The relationship between the animal and its environment. Prerequisite: Zoology 104 and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

363. Parasitology. The parasites of man and their effects upon his health and welfare. Prerequisite: Zoology 104 and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.65)

383. Human Physiology. A study of the functions of the human body in health and disease. Prerequisite: Zoology 104 and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$0.80)

HIGH SCHOOL COURSES

High school courses offered by the General Extension Service of the University are intended primarily for regular high school students. Those not interested in high school credit are privileged to study any courses desired. The courses cover approximately the same materials as the same courses in residence.

Courses taken for credit for high school graduation must have the written approval of the local high school superintendent or principal. All courses offered carry entrance credit to the University.

The enrollment period for each course is for twelve months from date of enrollment.

No student will be allowed to send in more than four reports per week in one course and not more than eight reports per week in two or more courses.

The figure preceding each course indicates the grade for which the course is intended. The courses are expressed in one-half units—"a" indicating the first half and "b" the second half. All courses must be terminated by an examination under the supervision of the local high school superintendent or principal.

The enrollment fee of \$8.00 is required for each one-half unit course. It is necessary that the student purchase the required textbooks. They are not available on rental basis.

9a. English Grammar. This course covers the material usually prescribed for the first half of ninth grade English. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9b. English Grammar. A continuation of 9a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9a. **Beginner's Course in Algebra.** This course corresponds to the work of the first half year of algebra in high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9b. **Beginner's Course in Algebra.** This course corresponds to the work of the second half of the regular course in algebra as offered in high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9a. **Commercial Geography.** Commercial geography with emphasis on the air age. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9b. **Commercial Geography.** A continuation of 9a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10a. **Rhetoric.** This is the course usually offered in the first half of the tenth grade of high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10b. **Rhetoric.** A continuation of 10a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10a. **World History.** A general survey of the more important movements in history. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10b. **World History.** A continuation of 10a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10a. **Plane Geometry.** This course corresponds to the first half of the regular course in plane geometry as offered in high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10b. **Plane Geometry.** This course corresponds to the second half of the regular course in plane geometry as offered in high school. 24 assignments. $\frac{1}{2}$ entrance units. \$8.00.

11a. **American Literature.** An elementary reading course intended for eleventh grade high school students who have not studied American literature. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **American Literature.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **United States History.** Designed to meet the needs of students who wish to make up an entrance unit or prepare for teachers' examination, and to give a closer acquaintance with our country's history as a basis for a better understanding of the political and social questions of today. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **United States History.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11. **Solid Geometry.** This is the regular high school course. Prerequisite: Plane geometry. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **Advanced Algebra.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **Advanced Algebra.** A continuation of 11a. Introduction to trigonometry. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **Physiology and Hygiene.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **Physiology and Hygiene.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **Bookkeeping.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **Bookkeeping.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **Typewriting.** This course in typewriting was planned with two types of students in mind: First, for those who desire the ability to operate a typewriter for personal use; second, for those who expect to do office work in the future. The first part of the course gives the basic skill necessary to use a typewriter and the second part covers the elementary work in letter writing, etc. $\frac{1}{2}$ entrance unit. 24 assignments. \$8.00.

11b. **Typewriting.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12a. **Composition and English Literature.** This course covers the reading usually prescribed in the first half of the senior year of high school. It is intended for those who have not studied English literature. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12b. **Composition and English Literature.** A continuation of 12a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12a. **Problems of American Democracy.** A study of modern economic, social, and governmental problems. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12b. **Problems of American Democracy.** A continuation of 12a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12. **Commercial Arithmetic.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12. **Farm Crop Production.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12. **Livestock and Poultry Production.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12a. **Shorthand.** $\frac{1}{2}$ entrance unit. 24 assignments. \$8.00.

12b. **Shorthand.** A continuation of 12a. $\frac{1}{2}$ entrance unit. 24 assignments. \$8.00.

12. **Economics.** A course in the economics of everyday life, or consumer economics. $\frac{1}{2}$ entrance unit. 24 assignments. \$8.00.

**TEACHER CERTIFICATES MAY BE SECURED AND
RENEWED BY
UNIVERSITY CORRESPONDENCE COURSES**

Many teachers who are working toward a University degree are anxious to select courses that will either secure or renew a certificate. They should be very careful in their selections. On the next few pages we have attempted to point out certain requirements of those who hope to earn one of the "new type" of state certificates (or renew their present certificate) and at the same time do work that will count as credit toward a degree at the University of Arkansas.

Provisions of the Arkansas Teachers Salary Law (Act 319 of the 1941 General Assembly as amended by Act 19 and Act 177 of 1947, the In-Service Scholarship Law) tend to emphasize the importance of teachers up-grading their preparation as rapidly as possible. Aid to school districts toward implementing teachers' salaries from the Teachers Salary Fund is based upon the college preparation of the teachers. This law specifically states that the level of professional preparation of the teacher to be used as a basis of allocation from the state is determined by the type of certificate held by the teacher on March 1 of the school year preceding the one in which aid is extended. It is, therefore, to the interest of the teacher to increase his college preparation as rapidly as possible. The General Extension Service can render valuable service to teachers in this regard by providing a means for them to up-grade their certificates while actively engaged in teaching. Teachers who have sufficient time are advised to enroll for at least two courses at once. By rotating the lessons two courses may be completed as quickly as one.

Act 177 of the Acts of 1947 provides:

(1) **Requirements for Certification.** Beginning July 1, 1948, no certificates other than renewals, may be issued upon less than 12 semester hours; and beginning July 1, 1949, no certificate other than renewals, may be issued upon less than 30 semester hours.

Under State Board of Education Regulations which became effective September 1, 1947, 12 semester hours of consecutive correspondence or extension work is the maximum which will be accepted until the teacher has completed six semester hours of residence work.

The limitation upon the amount of credit earned by correspondence and extension toward satisfying the requirement for a degree varies some from institution to institution. Teachers who are working toward a degree are advised to check with the Registrar of the College where they plan to complete the degree to determine the maximum amount of such credit which will be accepted.

In the University of Arkansas, some colleges permit a maximum of 30 semester hours of extension work as credit toward a degree.

Teachers are advised to write to the State Department of Education at Little Rock for a copy of "Regulations Governing Certification of Teachers in Arkansas." In case of doubt, the bulletin from the state department should be followed.

EMERGENCY CERTIFICATES

The State Board of Education adopted a regulation on June 16, 1947, which reads as follows: "That teachers who now hold or who last held an Emergency Certificate based upon 30 semester hours or more of approved college credit and who have neither met the requirements for the Regular Certificate nor the requirements for extension of the Emergency Certificate may receive as Emergency Certificate for the school year 1947-48 of a type which shall place the holder in a State Salary Aid bracket one step lower than the last previous certificate."

According to the interpretation of the State Department of Education, this means that the holder of an Emergency Certificate who fails to complete at least 6 semester hours of the deficiency specified on the certificate, during its life, will have his certificate reduced to the next step in the Salary Aid brackets. Further, effective May 1, 1948, all Emergency Certificates issued after that date will be reduced to one level below that to which the number of hours or the degree completed by the applicant would entitle him if he met all course requirements.

These regulations mean that all holders of Emergency Certificates will be penalized in the amount of salary aid allotted for them unless they complete the specific deficiency.

STATE CERTIFICATES

State Certificates—statewide in validity and permanent in the sense that they will be renewed regularly if renewal requirements are met—issued and reissued by the State Board of Education some of the certificates are:

- (1) Three Year Elementary
- (2) Four Year Elementary
- (3) Six Year Elementary
- (4) Junior High School
- (5) High School
- (6) Supervisors and Administrators

All of these certificates are re-issued under one of two options: teaching during the life of the certificate, or six semester hours of college work. The holder of any one of the above certificates who plans to fulfill the college hour-renewal requirements should select courses required for the next highest certificate in his field, that is, elementary or secondary.

For the convenience of teachers who are planning to work off the requirements for one of the new type certificates, there are given below the requirements for each type of certificate in the first column. In the second column are listed courses available through the General Extension Service which will satisfy the requirements.

STATE CERTIFICATES

The Three-Year Elementary Certificate

1. Completion of a minimum of 30 semester hours of the Six-Year Elementary Certificate Curriculum in an approved college including:

	Minimum Sem. Hrs. Required	
2. General requirements* -----	14	
English -----	6	English 103a, b
Social Studies -----	3	Elementary Education 272
Science (Nature Study) -----	3	Geography 112 or 122, History 103a, b.
Physical Education, Health and Safety -----	2	Nature Study 102 or Conservation 302
		Physical Education 292, Zoology 142
3. Professional requirements --	6	
Basic Professional Course --	6	
a. Introduction and Orientation -----	(2)	Elementary Education 103
b. Psychology (Educ. or Child) -----	(2)	Psychology 103, 233 or 333
c. Gen. Methods and/or Observation -----	(2)	Elementary Education 333
4. Professional content requirements -----	6	
Public School Art and Crafts 4 or		
Public School Music		
Fundamentals of Music ---	2	
Materials and Methods ---	2	
Juvenile Literature -----	2	Elementary Education 353
Geography -----	3	See course in Geography.

The Four-Year Elementary Certificate

1. Completion of a minimum of 60 semester hours of the Six-Year Elementary Certificate curriculum, in an approved college, including:

	Minimum Sem. Hrs. Required
2. General Requirements* -----	36
English (including Juvenile Literature) -----	9
Social Studies (including Geography) -----	9
Science (including Nature Study or Conservation) ----	6
Art or Music -----	3
Physical Education, Health and Safety -----	6
General Psychology -----	3
3. Professional Requirements -----	12
Basic Professional Course --	7
a. Introduction and Orientation -----	(2)
b. Psychology (Educ. or Child) -----	(2)
c. General Methods and Observation -----	(3)
Techniques of Teaching Course -----	5
a. Directed Teaching ---	(3)
b. Elective -----	(2)
4. Professional Content Requirements -----	18
Public School Art and Crafts 4	
Public School Music	
Fundamentals of Music ---	2
Materials and Methods -----	2
Juvenile Literature -----	3
Geography -----	3

English 108a, b,
Elementary Education 353

Geography 112 or 122; History 103a, b, 203a, b; Political Science 202, 212

Nature Study 102, Conservation 302, Zoology 142

Physical Education 292
Psychology 203

Elementary Education 103

Psychology 103, 233 or 333

Elementary Education 333

Elementary Education 353
See courses in Geography.

*Must include a course in Conservation of Natural Resources or Nature Study. Act 312 of the Acts of 1939.

This certificate may be renewed by teaching during the life of the certificate or by completing six additional semester hours of University extension work.

The Six-Year Elementary Certificate

	Minimum Sem. Hrs. Required	
1. Graduation from an approved four-year college.		
2. General Requirements* ---	36	
English (may include 3 hours of speech) -----	12	See courses in English Also Public Speaking 203
Social Studies -----	12	See courses in Sociology and Social Welfare, History and Political Science
Science (may include 6 hours of math.) -----	12	See courses in Nature Study, Botany, Chemistry, Zoology, Mathematics
Art or Music -----	3	
Physical Education, Health and Safety -----	6	Physical Education 292
General Psychology -----	3	Psychology 203
	—	
Total	48	
3. Professional Requirements 18		
Basic Professional Course ---	7	
a. Introduction and Orientation -----	(2)	Elementary Education 103
b. Psychology (Educ. or Child) -----	(2)	Elementary Education 333
c. General Methods and Observation -----	(3)	Psychology 103, 233, 333
Techniques of Teaching Course -----	11	Elementary Education 333
a. Curriculum Construction -----	(2)	
b. Special Methods and Guidance -----	(2)	Elementary Education 333
c. Evaluative Procedures (2)		Elementary Education 403
d. Directed Teaching ---	(5)	

*Must include a course in Conservation of Natural Resources or Nature Study. Act 312 of the Acts of 1939.

This certificate may be renewed by completing six additional semester hours of University extension work, or by teaching during the life of the certificate.

Specialization Requirements

	Minimum Sem. Hrs. Required
Public School Art and Crafts	4
Public School Music	4
Fundamentals of Music	(2)
Materials and Methods	(2)
Juvenile Literature	3
American History and Govern- ment	6
Geography	3
Mathematics	3
Specialization in one field	18 [*]
	Elementary Education 353
	History 203a, b, Political Science 202, 212
	Geography 112, 122
	See courses in Mathematics
	Any courses in major field

*Courses in the general education requirements may be counted toward this requirement.

CERTIFICATES FOR HIGH SCHOOL TEACHING POSITIONS

The State Department of Education issues only two types of certificates for high school positions: (1) The High School Certificate and (2) the Junior High School Certificate.

The High School Certificate

	Minimum Sem. Hrs. Required
1. Graduation from an approved four-year college.	
2. General requirements* -----	48
English (may include 3 hrs. of Speech) -----	12
Social Studies -----	12
Science (may include 6 hrs. of Math.) -----	12
Art or Music -----	3
Physical Education, Health and Safety -----	6
General Psychology -----	3
3. Professional Requirements -----	18
Basic Professional Course --	9
a. Introduction and Orientation -----	(3)
b. Psychology (Educational or Adolescent) -----	(3)
c. General Methods and Observation -----	(3)
Techniques of Teaching Course -----	9
a. Curriculum Construction and/or Evaluative Procedures -----	(2)
b. Special Methods, including Principles of Guidance --	(2)
c. Directed Teaching --	(5)
	Any courses in English Public Speaking 203 See courses in Sociology, Social Welfare, History, Political Science
	Any courses in Mathematics or Science
	Zoology 142, Physical Education 292 Psychology 203
	Educational Principles 102 Secondary Education 203 or 303
	Psychology 322 or 333
	Secondary Education 313
	Secondary Education 373 Secondary Education 352S, 352H, 352M, 352E

*Must include a course in Conservation of Natural Resources. Act 312, Acts of 1939.

In addition to the general and the professional requirements, the applicant for a High School Certificate must meet the following requirements in the particular field in which the applicant wishes to be certified.

	Minimum Sem. Hrs. Required	
4. Teaching-field Requirements		
Agricultural (Vocational)*		See catalogue of your college
Biology (See Science) ----- 8		for courses acceptable to-
Chemistry (See Science) --- 8		ward degree.
Commerce ----- 27		
Distributive Educ. (Voca-		
tional)*		
English ----- 24		
Foreign Languages ----- 18		
General Science (See Jr. H. S.		
Certif.)		
Vocational Home Economics*		
Industrial Arts*		
Mathematics ----- 15		
Applied Music (See Public		
School)		
Public School Music ----- 24		
Physical Education ----- 25		
Physics (See Science) ----- 8		
Science ----- 24		
Social Studies ----- 20		

High School Vocational Certificate

The High School Certificate for teachers of vocational subjects is issued only upon graduation from a four-year institution approved by the State Board of Vocational Education for training teachers in the vocational field indicated on the certificate. The certificate is issuable to applicants who meet the following qualifications.

	Minimum Sem. Hrs. Required	
1. General Requirements		
English (may include 6 hours of speech and/or journalism) 12		Any courses in English, Public Speaking 203
Social Studies ----- 12		
Science (may include 6 hours of math.) ----- 12		

*See Specialization Requirements for the High School Vocational Certificates.

Physical education, health or safety	6	Physical Education 292, Zoology 142
Art or Music	3	
General Psychology	3	Psychology 203

2. Professional Requirements

A total of 18 semester hours of professional education courses is required of all applicants for the high school certificate issued to vocational teachers. It is expected that these courses will include courses concerned with professional orientation, principles of learning, methods of teaching in-school and out-of-school classes, curriculum construction, and directed teaching.

3. Specialization Requirements

In addition to the general, professional and conservation education requirements indicated above, vocational teachers must meet the following specialization requirements in the field in which they apply for certification.

Minimum Sem. Hrs. Required

Agriculture

Agricultural Science (including subject matter in chemistry, botany and plant pathology or zoology and animal industry, entomology, bacteriology and soils) ---28

Agricultural Economics (including subject matter in rural sociology, agricultural economics, farm management and marketing) -----12

Animal Science (including subject matter in animal industry, poultry, dairy and feeds) -----12

Plant Science (including subject matter in principles of horticulture, vegetable production, field crops and forage crops) -----12

Agricultural Engineering (including subject matter in soil conservation and engineering practices, farm machinery, including pro-

Any courses as stipulated in Curriculum student is following.

cessing equipment, farm buildings, and farm shop) -----12

NOTE: 12 hours of the science and 12 hours of the economics and sociology shown above may be used to meet the science and social science requirements listed in the general requirements for all teachers.

Distributive Education

Economics (including subject matter in survey of economic and social institutions, principles of economics, consumer economics and current economic problems) ----18

Accounting and Marketing (including subject matter in principles of marketing) ----- 9

Home Economics

Child and Family (including subject matter in child guidance and development, and intra-family relationships) ----- 8

Housing, Home Management and Social Problems (including subject matter in equipment, home planning, house furnishings, family economics, home management residence, home in relation to society) ----- 9

Food, Nutrition and Health (including subject matter in family meals, food buying, administration and operation of school lunch, family and community food preservation, and nutrition) -----12

Clothing, Personal Appearance and Textiles (including subject matter in family clothing problems, clothing selection, buying, construction, care, household linens, grooming, and personal appearance) ----- 8

Related Science (including subject matter in general chemistry, bac-

teriology, human physiology, conservation) -----15

Related Art (including subject matter in clothing, personal appearance and home furnishings) - 6

NOTE: Twelve hours in science indicated above may be used to meet the science requirements listed in the general requirements for all teachers.

Industrial Education

Economics and Sociology (including subject matter in principles of economics, industrial development, labor problems, social control, and public opinion and propaganda) 16

Mechanical Trades (including subject matter in mechanical drawing and selected shop courses in the approved mechanical trades) --12

Authorization for Service

This certificate authorizes the holder to teach the vocational subject for which it was issued in any junior or senior high school of the state provided it is first registered in the office of the county school supervisor in the county in which the holder plans to teach.

The Junior High School Certificate

1. Completion of a minimum of 60 semester hours work of the High School Certificate curriculum in an approved college distributed as follows:

	Minimum Sem. Hrs. Required	
2. General Requirements -----36		
English ----- 9		English 103a, b, or other courses in English
Social Studies ----- 9		History 103a, 103b, Political Science or Sociology
Science (Nature Study or Conservation) ----- 6		Nature Study 102 or Conserva- tion 302
Art or Music ----- 3		
Physical Education, Health and Safety ----- 6		Zoology 142
General Psychology ----- 3		Psychology 203

3. Professional Requirements 12
Basic Professional Course 9
a. Introduction and Orientation ----- (3)
b. Psychology (Educational or Adolescent) ----- (3)
c. General Methods and Observation ----- (3)
Techniques of Teaching 3
a. Directed Teaching (3)

Educational Principles 102
Psychology 322 or 333
Secondary Education 313

4. Specialization Requirements (in addition to the general and professional requirements, the applicant must meet the following requirements in the field in which he wishes to be certified):

English	15
Foreign Language	12
Mathematics	6
Physical Education	15
Public School Music	16
Biology	8
General Science	16
Social Studies	14

Any courses stipulated as required or elective in the curriculum being pursued.

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Roman J. Zorn, Ph. M., Assistant Professor of History.

COLLEGE ENROLLMENT BLANK

Date _____

Name in full _____
(Mr., Mrs., Miss)

Present P. O. Address _____
(City) (County) (State)

_____ (Street) (RFD)

Birth _____
(Date) (Place)

Race _____
(White) (Colored) (Other)

Present Occupation** _____

Have you at any time been enrolled with the University of Arkansas
for Home Study Courses _____

Previous Education in Public or Private School, and in Colleges or
Universities: _____

Degrees received _____ University or College _____

I expect to use credit for (check one):

30 hours elementary certificate _____ Junior high certificate _____

60 hours elementary certificate _____ Senior High certificate _____

90 hours elementary certificate _____ Other (Specify) _____

6 year elementary certificate _____

Object in taking this course _____
(University degree, advancement in vocation, culture, etc.)

Number and title of course _____
(For Example: Mathematics 133—Plane Trigonometry).

Amount Enclosed _____ Fee _____ Book Rental _____

I am (now) (not) enrolled in a college or university*.

I have already completed a total of _____ semester hours in extension
classes and correspondence study courses.

(Continued on Next Page)

If you have ever attended the University of Arkansas give dates:

I am now enrolled in:

a. ----- hrs. in residence at -----

College or
University City State

b. ----- hrs. in extension classes at -----

College or
University City State

c. ----- hrs. in correspondence at -----

College or
University City State

Where do you expect to receive your degree?

College or University City State

The fees for the different courses are stated immediately following the descriptions and must be paid in advance. Make all checks payable to the University of Arkansas. Changed checks cannot be accepted.

Checks to cover purchase of texts should be made payable to the University Book Store.

It is understood that any misrepresentations on this application blank will subject me to forfeiture of credit for this course.

Signed -----

Signature

Please write here the names of friends you think might like to receive our catalog.

Name

Address

*For teachers employed full time, the maximum credit from all courses which will be accepted shall be 12 semester hours for the academic year, excluding summer and short terms.

**No credit may be given for correspondence work while enrolled in residence without special written permission from the Dean.

HIGH SCHOOL ENROLLMENT BLANK

Name in full _____ Date _____

Address _____
(Street) (Town) (State) (County)

Previous education in public or private schools _____

Date of Birth _____

Place of Birth _____

Have you ever been enrolled with the University Home Study Department _____

Object in taking this course.
(Advancement in vocation, culture, or credit)

Number and title of course _____

Amount enclosed (Check or Postal Order) _____ Fee _____

University regulations require that no student shall be enrolled in a course until the fee has been paid. Make all checks payable to the University of Arkansas.

If this credit is to be used toward graduation from high school it must be signed by your local Superintendent or Principal.

Signed _____
(Superintendent or Principal)

High School _____

This blank may be duplicated for additional enrollments.

Please send texts C.O.D. _____
(Yes or No)

UNIVERSITY OF ARKANSAS

General Extension Service

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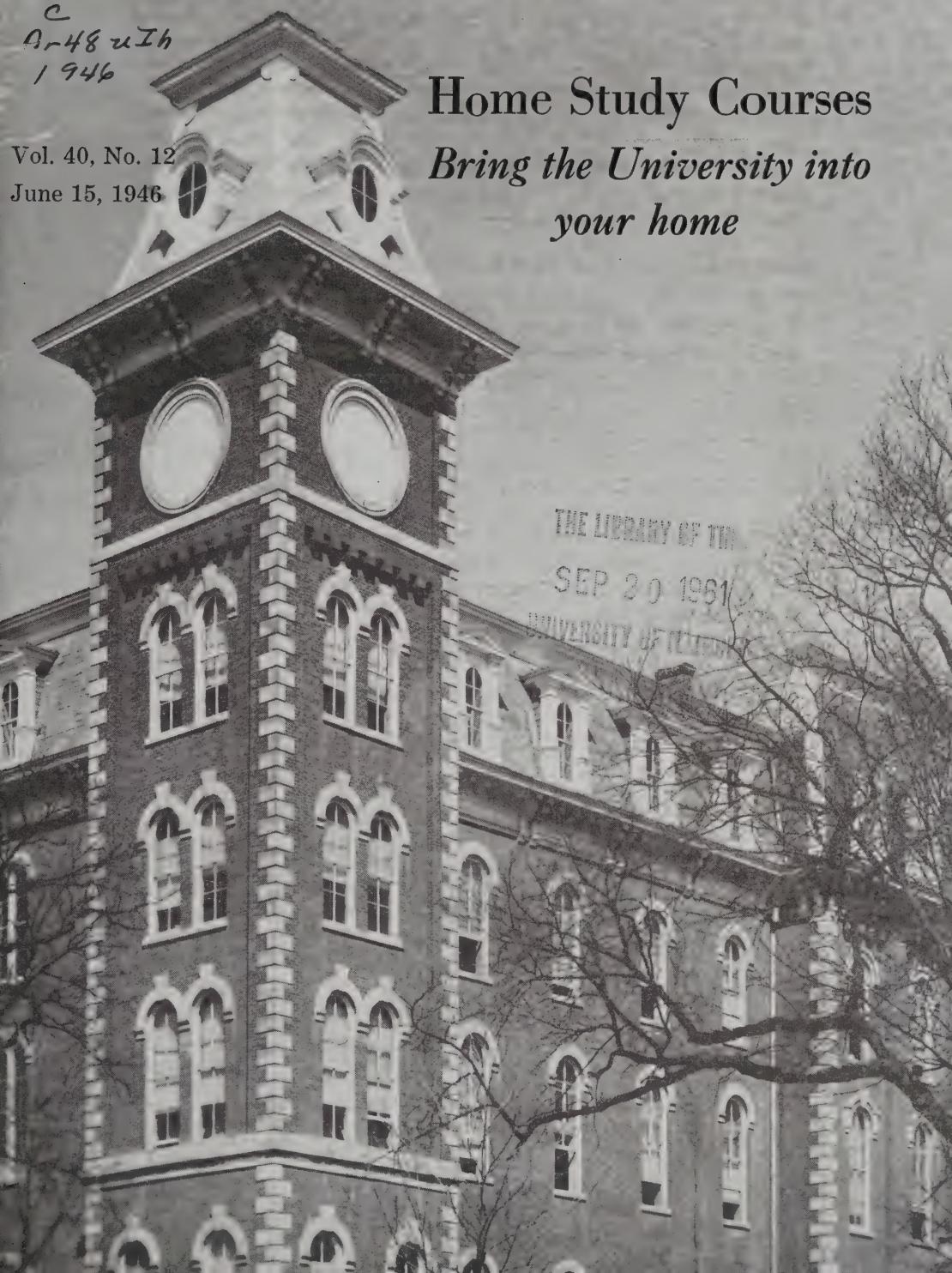
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Home Study Courses
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UNIVERSITY OF ARKANSAS



UNIVERSITY OF ARKANSAS
GENERAL EXTENSION SERVICE
HOME STUDY COURSES

ADMINISTRATIVE OFFICERS

Arthur M. Harding, Ph.D., President

L. L. Hilton, M.A., director

Etha Grace Johnston, Chief Clerk, General Extension

Grace Johnson Polk, Director of Extension Courses

Carter Short, M.S., Director of High School Relations

Irene Morrow, Assistant in High School Relations

Opal Woodcock, B.S.E., Secretary in Charge of Examinations

GENERAL INFORMATION

The practical and cultural value of correspondence study needs no argument to support it. It has been demonstrated in the leading universities both in America and Europe. Many who do not go to college because they are attracted by the immediate prospect of earning a salary or who are forced to make a living, are fully capable of profiting by a college education. These are finding in correspondence instruction a means of meeting professional and cultural needs.

Not all subjects can be taught successfully by correspondence. In some cases practical difficulties are in the way, such as the necessity for expensive equipment. In the preparation of the courses outlined in this bulletin, the limitations of home study have been kept in mind and courses have been worked out so as to be of the greatest possible benefit to the student.

Those who are not interested in credit toward a degree, but merely wish to study for what they can get out of it, may enroll without having completed the necessary prerequisites.

COURSES OFFERED

Collegiate Courses. Most of the courses offered may be taken for college credit. Any of them may be taken if credit is not desired. The same fee is charged in either case. To take a college course for credit, the student must be able to meet the entrance requirements of the University at the time of enrollment and must have successfully completed the prerequisites to the course, if there be any.

Graduate Courses. Correspondence courses may not be counted as a part of the required work toward the Master's degree at the University of Arkansas. Students who find it necessary to make up deficiencies before or after being admitted to the Graduate School, may use correspondence work for this purpose.

High School Courses. In order to be of service to persons in communities where high schools are not maintained, or in communities where only one, two or three years of work are offered, correspondence instruction in high school subjects is provided.

All high school courses offered carry entrance credit to the University. Students who expect to use them as credit toward graduation from some particular high school should consult the authorities of that school to make sure that the courses fit into a curriculum and that credit can be transferred to that school.

Vocational Courses. A number of courses are offered for persons who are interested in a study of practical problems without reference to college credit.

METHOD OF INSTRUCTION

Upon receipt of the application and fee for a course, assignments are sent, together with return envelopes and instructions for the preparations of lessons and directions for making reports. As fast as reports are received at the central office they will be sent to the instructor in charge who will grade them. The lessons will be returned to the student through the central office.

Most courses are conducted by University professors and in almost all cases by the ones who teach the resident courses in the same subject and not by student assistants. These courses place the student in close relation with his instructors, and he is urged to ask his instructors for any necessary assistance.

TIME FOR ENROLLMENT

The General Extension Service operates throughout the entire year and students may enroll and begin work at any time. When a student is ready to enroll with the General Extension Service he should select his subjects very carefully and enroll for them just as he would do if he were a student in residence. The Director of General Extension will be very glad to assist him in the selection of these courses, provided the student furnishes definite information with reference to his previous academic training.

Extension students should work on a definite schedule just as resident students do. Much time is required for the passage of lessons through the mails and the student should rotate his lessons among the different subjects. Thus he might send in a report on the first lesson in English and then in mathematics, and then go back to the course in English. By this time his first lesson would have been returned by his instructor.

No student is allowed to send in more than four reports per week in any one course, or more than eight reports per week in all courses.

TIME FOR COMPLETION

When a student enrolls with the General Extension Service he is entitled to all privileges and advantages of the University of Arkansas for a period of twelve months, and he must complete each course within twelve months from the date of enrollment. Most students complete a course in much less time than a year.

A student may secure an extension of time for a course, provided he does so within one month from the time his enrollment expires, and take up work where he left off, by paying a fee of one dollar. The extension of time is for six months only.

During an instructor's absence, a substitute will be provided, or an extension of time granted. Extension of time will also be granted for a period equal to the length of time which a correspondence student spends in residence study, and in cases where serious disability has prevented the student's finishing on time.

LIMITATIONS ON ENROLLMENTS

No student doing full resident work in either high school or college is eligible to enroll for correspondence work during the regular session of that institution. A student not doing full residence work will be permitted to enroll only when it can be shown that for some substantial reason he cannot secure in class the course desired, and then only by permission of the dean of the college, or other proper officer of the institution, in which he is registered. Students who attend the University are considered resident students from the first day of classes until the end of the period for which they are enrolled.

EXAMINATIONS

Students living out of the State of Arkansas should submit the name, address, and official position of some nearby principal or superintendent who is willing to supervise the final examination. Students who live in Arkansas must take examinations under the supervision of the County Supervisor of Schools in their county or under the official examiner of some college, or in the Extension Office at Fayetteville. In an exceptional case, a student may, by making arrangements with the Director of Extension at least ten days in advance, take an examination in a county other than the one in which he lives.

SYMBOLS

The numbers of the regular college courses contain three digits: The first indicates in general the college year, the second the particular course, and the third the number of semester hours of credit.

101-199: courses which are open to freshmen.

201-299: courses which are open to sophomores, juniors and seniors.

301 up: courses which are open to juniors and seniors.

If a course is in two parts or more, the first part is indicated by the letter "a" following the digits, and the second by the letter "b". Credit for such courses may not be counted toward a degree until all parts are completed, except with the consent of the head of the department concerned.

CREDIT HOURS

All extension credit is reckoned in semester hours, eight assignments corresponding to one semester hour in residence. Thus each course of three semester hours contains twenty-four assignments.

FEES

For correspondence courses a uniform fee of four dollars per semester hour is charged. With most courses the student is required

to use uniform correspondence paper which is furnished by the university, together with a note-book cover. The amount shown after the description of each course includes a fifty cent charge for these materials.

REFUNDS

No fee will be refunded because of the student's inability to pursue a course. A refund of 75% may be made if requested by the student within thirty days of the date of enrollment.

SCHOLARSHIPS

For every fifty dollars spent by an individual for correspondence courses of college grade, a scholarship of ten dollars is awarded to be applied toward payment of correspondence course fee. These scholarships are not good for high school courses, textbooks or correspondence paper.

TEXTBOOKS

Correspondence students must furnish their own textbooks. They may be secured in one of the following ways:

1. Student may purchase texts from the publisher.
2. New or used copies may be purchased from the University Book Store here by:
 - (a) having them sent C. O. D.
 - (b) sending remittance to University Book Store, 2 per cent sales tax to be included.

Do not include remittance for purchase of textbooks in the check to General Extension Service to cover enrollment fees.

3. The General Extension Service has established a Rental Bureau through which correspondence students may rent textbooks for a period of four months. If at the end of that time, the student has not completed his course, he may pay another rental fee and keep the books four months longer. No rental fee will be accepted for a period of less than four months. The rental fee is shown in parentheses immediately after the description of each course. These fees are payable in advance.

Students desiring to rent textbooks should make checks or money orders for the courses and textbook rentals payable to the General Extension Service, University of Arkansas.

POSTAGE

The University pays the postage on all mail sent to the students. Students pay the postage on the lesson reports sent to the University.

ADMISSION TO THE UNIVERSITY

It is not necessary for a student to be formally admitted to the University before taking extension courses for credit. However, he should be sure that he has to his credit at least 15 units of high school work so distributed as to meet the entrance requirements of the college which he proposes to enter. These are given below. Transcripts of high school records should not be sent to the registrar until the student is ready to do resident work.

For admission to any division of the University a student must present 15 standard entrance units including 3 units of English, 3 units of mathematics and/or science, and 1 unit of social science. Certain divisions have additional restrictive requirements which are indicated in the following paragraphs:

College of Arts and Sciences: 3 units of English, 1 unit each of algebra, geometry, history and science, and 4 additional units chosen from these required groups or foreign languages.

College of Engineering: 3 units of English, 1½ units of algebra, 1 unit of geometry and 1 unit of history. It is recommended that the remaining 8½ units be selected so that a large percentage is in the fields of English, sciences, and mathematics, and that units in any other single field are limited to not more than two.

College of Education: The general University requirements prevail, with the following restrictions: Not more than 4 units (or 3 from a senior high school) in business subjects, except that students preparing to teach business courses may present as many as 6 units (or 4½ from a senior high school); not more than 3 units (or 2½ from a senior high school) in music and/or health and physical education, except that students preparing to teach in these fields may present as many as 4 units (or 3 from a senior high school.)

REQUIREMENTS FOR GRADUATION

In addition to completing the prescribed course of study, candidates for a degree are required to spend one year of at least 36 weeks and to earn at least 30 semester hours credit in residence. Seniors who have already fulfilled this requirement will be permitted to earn in absentia credit not to exceed 12 semester hours through the General Extension Service in extension classes and correspondence courses taught by resident members of the University faculty, provided not more than 6 of these 12 hours be earned in correspondence courses.

In some colleges of the University a student is limited to a maximum of 30 semester hours of extension work as credit toward a degree. However, in the College of Arts and Sciences, College of Agriculture, and the College of Education, students are sometimes permitted to go beyond this limit. Any student who plans to do more than 30 semester hours of extension work should take up the question of credit with the dean of the college from which he expects to receive his degree.

SELECTION OF COURSES

Students who are working toward a college degree should be very careful to select courses that will not duplicate work they have already done and which will apply on the degree in which they are interested. The General Extension Service will advise students in regard to enrollment, if information relative to previous high school and college work is furnished.

Many students begin their correspondence study soon after high school graduation and before they are admitted to the University for residence work. When selecting their first correspondence courses such students should keep in mind the fact that the University of Arkansas grants a number of different degrees. The courses selected will depend upon the degrees in which they are interested. All University freshmen are required to take English 103a, b, so that every freshmen extension student can include this subject in his first group of courses and be sure that it will apply on his degree.

Students interested in a liberal arts course should take, in addition to English 103, courses in history, mathematics, and foreign languages. Those who wish to earn credit on a vocational degree should take, in addition to English 103, two or three of the courses suggested below:

Agriculture: Poultry Production 112; Crops 103; Graphic Methods 101; Production Economics 103.

Business Administration: History 103a; Drawing 112; College Algebra 123; Mathematics of Finance 153.

Education: Educational Principles 102; History 103a; Classroom Administration 103; Zoology 142.

Engineering: College Algebra 123; Drawing 112; Drawing 122; Trigonometry 133; Analytic Geometry 145.

Home Economics: Textiles 132; Introduction to Art 123.

Music: Elementary Harmony 112a and some modern language.

ACCOUNTING

203. Accounting Principles. The theory and practice of double entry bookkeeping, illustrating the use of the fundamental books, the interpretation and classification of accounts, and the preparation and analysis of statements. 24 assignments. 3 semester hours. \$12.00

203b. Accounting Principles. A continuation of 203a. 24 assignments. 3 semester hours. \$12.00.

AGRICULTURAL ENGINEERING

101. Graphic Methods. A study of the principles of designing, constructing and interpreting charts, graphs, and diagrams. 8 assignments. 1 semester hour. \$4.00 (\$0.75)

AGRONOMY

103. Crops. A first course in American field crops; botanical relations and varietal characteristics; adaptation for use for feed, cash or soil improvement; values of lime, manures, fertilizers and rotations; areas and principles of production. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

353. Soil Fertility. A study of the fundamental principles involved in maintaining and increasing soil fertility and crop production. Prerequisite: Soils 215. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

ANIMAL INDUSTRY

112. Poultry Production. A study of the principles and practices involved in the management of the farm poultry flock. Special attention is given to the subject of breeding, brooding, housing, culling, marketing, and disease. The course is designed for those who are interested in approved practices in poultry production. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

ART

123. Introduction to Art. A study of the fundamental principles of art structure and their application to everyday use. This course is required of all candidates for a degree in Home Economics and also of those preparing to become teachers in Vocational Home Economics. 24 assignments. 3 semester hours. \$12.50 plus postage \$2.50 (\$1.00)

BACTERIOLOGY

313. Community Hygiene. A course designed to give students a practical and scientific knowledge of hygiene and sanitation, and the means of organizing communities for public health purposes. 24 assignments. 3 semester hours. \$12.50 (\$1.75)

BIBLE

103. **Life and Literature in the Bible—Old Testament.** A general introductory course covering the life and work of the outstanding characters, with a review of the various kinds of literature in the Old Testament. The study will be made with an introduction to the history of the Hebrews dating from the earliest Biblical records to the time of Christ. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

113. **Life and Literature in the Bible—New Testament.** Beginning of Christianity in the life and work of Jesus, as recorded in the Gospels. Especial attention will be given to the teachings of Jesus concerning God, Christ, man, and religion, the growth of Christianity under the leadership of Peter and Paul, and the expansion of Christianity through the life and letters of Paul. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

123. **Teaching of Jesus.** A survey of the New Testament documentary sources containing the sayings of Jesus, His methods of teaching, His assistants and the social process containing His teaching. Two main emphases dealing with the synoptic gospels and the Johannine literature. Both the historic and the experimental phases of His teaching are given due consideration. The practical application of Jesus' teaching is suggested in relation to personality, the Church, race, war, industry, government, and family life. 24 assignments. 3 semester hours. \$12.50 (\$1.75)

BOTANY

163. **Survey of Botany.** An elementary treatment of the fundamental principles and concepts of Botany with an illustrative study of representative plants from each of the major plant groups. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

262. **History of Biology.** A study of early Biologists, their work and their influence upon the biology of today. Designed to give the student the cultural rather than the technical aspects of the science. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

293. **Economic Botany.** This course is designed to give the student nontechnical knowledge of the cultural and economic phases of botany. Particular attention is given to the production, preparation, and handling of plant products. The influence of plants on man is emphasized. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

313. **Genetics.** This course is designed to give the student a non-technical introduction to the study of heredity in both plants and animals. The application of Mendel's laws is made from both the practical and cultural viewpoints. The relation of parents to the improvement of a race of plants or animals is considered. The final lessons are devoted to a consideration of eugenics. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$0.90)

333. **Plant Geography.** Designed to acquaint the student with the geographical distribution of plants, their relation to ecology and

to commercial botany. 24 assignments. 3 semester hours. \$12.50 (\$0.75)

CHEMISTRY

163. **Survey of Science (Chemistry).** The fundamental importance of chemistry in our modern life and some of the methods and thinking which have brought about the development of the science. Intended as a cultural course for non-technical students desiring a general knowledge of chemistry. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

333. **History of Chemistry.** The development of chemistry, intended to furnish a helpful basis for the study of the present day science. For advanced students. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

CIVIL ENGINEERING

312. **Elementary Surveying.** General surveying to meet the needs of all engineering students; the care, use, and adjustment of tape, level compass, and transit; study of land surveying, public land surveys, areas and traverse calculations by latitude and departure methods. Required of all engineering students, except civil engineers. Prerequisite: Math. 133. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

315. **Strength of Materials.** Stresses and deformation of elastic bodies, temperature stresses, riveted joints, torsion of shafts, helical springs, stresses in beams and columns, eccentric loading, shears and moment diagrams, and deflections of beams. Required of all junior engineering students. Prerequisite: M. E. 305. 40 assignments. 5 semester hours. \$20.50 (\$1.00)

362. **Theory of Structures.** Calculation of reactions, shears, moments and stresses under fixed loads. Also graphic solutions of same problems. Corequisite: M. E. 305. 16 assignments. 2 semester hours. \$8.50

373. **Theory of Structures.** Calculation of maximum reactions, shears, moments and stress under moving loads. Influence lines and lateral loads are considered as well as deflection of trusses and solution of simple statically indeterminate trusses. Prerequisite: C. E. 362. 24 assignments. 3 semester hours. \$12.50

392. **Highways.** The location, design, construction and maintenance of gravel, sand, clay, broken stone, concrete, bituminous concrete, brick, and sheet asphalt pavement. Prerequisite: C. E. 212. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

383. **Hydraulics.** This course involves theory and practical problems in hydrostatics, hydrokinetics, and hydrodynamics with emphasis on the first two mentioned. Prerequisite: Mechanics. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

COMMERCIAL LAW

442. Commercial Law. The object of this course is to acquaint students with the fundamental principles of those legal topics which are most usually involved in business problems. It covers contracts, sales and bailments. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

452. Commercial Law. This is a continuation of Commercial Law 442. It deals with negotiable instruments, corporations and stockholders, principal and surety, property, deeds of conveyance, mortgages and the like. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

DRAWING

112. Mechanical Drawing. The selection and care of instruments, lettering, orthographic projection, working drawings, and house plans. No prerequisite. 16 assignments. 2 semester hours. \$8.00 (\$1.00)

122. Descriptive Geometry. Application of the principles of Geometry to Engineering Drawing; location of projections and solving of practical problems by graphic methods. Prerequisite: 112. 16 assignments. 2 semester hours. \$8.00 (\$0.75)

212. Mechanical Drawing. Lettering, parallel and angular perspective, isometric drawing, and technical sketching. Prerequisite: 112. 16 assignments. 2 semester hours. \$8.00 (\$1.00)

222. Mechanical Drawing. Detail working drawings, assembly drawings, wash drawings, and gear drawings. Prerequisite: 212. 16 assignments. 2 semester hours. \$8.00 (\$1.75)

ECONOMICS

203a. Principles of Economics. An introduction to the fundamental economic principles underlying the production, valuation, exchange, distribution, and consumption of economic goods. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

203b. Principles of Economics. A continuation of 203a. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

EDUCATIONAL ADMINISTRATION

102. Rural School Management. This course helps to solve the difficult problems of teachers in small rural schools. Among them are program making, the grouping and progress of children, their curriculum, health and play, the management of pupils and the teacher's relationships. Those desiring a course applicable to larger rural schools should choose 103 instead of this course. Credit is not allowed if 103 has been taken for credit. 16 assignments. 2 semester hours. \$8.50 (\$0.70)

103. Classroom Administration. This course deals with all aspects of a classroom teacher's work and with all duties and responsibilities except those directly connected with the teaching acts. Some

problems have to do with opening and closing the term, classroom programs, pupil groups, the child's environment, his curriculum, health, and conduct and play, school life activities, attendance and reports, and a teacher's social and professional duties. The emphasis is on best practices in rural as well as in city schools. Only one hour credit available to those who have taken 102 for credit. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

362. **Junior High School Organization.** Purposes of the junior high school organization; administration problems involved in initiating the movement, buildings, equipment, salaries, and program of study; such other specific problems as the faculty, curricula, individual differences, and related topics. 16 assignments. Prerequisite: Secondary Education 203. 2 semester hours. \$8.50 (\$1.75)

462. **Public School Finance.** A course designed to acquaint school principals, superintendents and others interested in the welfare of the public schools of the state with some of the more important financial problems confronting the schools. The course has two primary objectives. First, an effort is made to acquaint the student with some important principles involved in financing public education. Second, an attempt is made to supply the student with some current information concerning the financial position of the public elementary and secondary schools of the state of Arkansas. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

EDUCATIONAL PRINCIPLES

102. **Introduction to Education.** This course is the first in a sequence of courses commonly required of those preparing to teach. Its purpose is to familiarize students with the field of education so that they may know what is involved in teaching, what opportunities are available, and what society expects of teachers. In order to do this the course includes an overview of the educational system and extensive treatment of the teaching profession. 16 assignments. 2 semester hours. \$8.50 (\$0.90)

201. **School and Community Relationships.** The aim of this course is to give the pre-service teacher or the in-service teacher a better understanding of the aims and purposes of the public school system, its function in society, the relationship between the home, school and community, the need of greater cooperation among these educational agencies, and how such cooperation may be secured. Since the National Congress of Parents and Teachers was established for these purposes, a study of its aims, functions and organization is included as a part of the course. 8 assignments. 1 semester hour. \$4.50

ELEMENTARY EDUCATION

101. **Refresher Course in School Administration and Management.** This course is intended for students who have had little or no work in college. Those who have taken Educational Administration

102 or 103 should not enroll for this course. 8 assignments. 1 semester hour. \$4.50 (\$1.00)

111. **Refresher Course in Basic Subjects.** Designed for students with little or no preparation for teaching or for those who have been out of teaching for some time. 8 assignments. 1 semester hour. \$4.50 (\$1.00)

121. **Refresher Course in Special Subjects.** Designed for students with little or no preparation for teaching or for those who have been out of teaching for some time. 8 assignments. 1 semester hour. \$4.50 (\$1.00)

232. **Methods in Reading and the Language Arts.** Materials and methods of teaching reading, composition, spelling, and penmanship. Prerequisite: Educational Administration 103. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

253. **Psychology of Elementary School Subjects.** The psychological processes involved in the learning of reading, writing, arithmetic, history, and geography. The laws of habit formation applied in arranging the material. Prerequisite: Psychology 203. 24 assignments. 3 semester hours. \$12.50 (\$0.65)

272. **Children's Literature.** A course in Juvenile Literature is required of all candidates for an Elementary Teacher's Certificate in Arkansas. This is a content course with emphasis on enrichment. It is both cultural and informational. 16 assignments. 2 semester hours. \$8.50 (\$1.75)

303. **Elementary Tests and Measurements.** Standard tests and scales for the measuring of educational attainments in the elementary schools. Practice in applying tests in oral and silent reading, penmanship, arithmetic, and spelling. Prerequisites: Classroom Administration and Technique of Teaching. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

SECONDARY EDUCATION

203. **Principles of Secondary Education.** An introductory course for students who wish to become classroom teachers of secondary schools. Historical development of secondary education in America and in Europe; educational reorganization on the secondary school level; nature of the high school pupil and the high school population; aims, functions, and curricula of the modern secondary school. 24 assignments. 3 semester hours. \$12.50 (\$1.60)

303. **Principles of Secondary Education.** An alternative course for 203 above, with a little more extensive treatment of the same topics. 24 assignments. 3 semester hours. \$12.50 (\$1.60)

313. **Technique of Teaching (Secondary).** This course deals with the problems of skillful teaching in the high school. It considers modern methods of teaching common to all secondary school subjects. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

352S. **Science Teaching in the High School.** A critical presentation of the aims, textbooks, methods and laboratory procedures used

in science teaching. Prerequisite: 203, 313, Psychology 203, and 15 hours of science. 16 assignments. 2 semester hours. \$8.50 (\$0.65)

352H. **Teaching the Social Studies.** A course designed to present the best methods of teaching history and the other social sciences in the high school. Prerequisites: 203, 313, Psychology 103 or 203, and 15 hours in social science. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

352M. **Teaching of Mathematics.** Junior and senior high school mathematics; educational value; methods of teaching; order and importance of topics; textbooks and literature. Prerequisites: 203, 313, Psychology 103 or 203, and Mathematics 113, 123, and 133. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

352E. **Teaching of English in Senior High School.** The aims, methods, and results of teaching English in high schools. Prerequisites: 203, 313, Psychology 103 or 203, and two years of English. 16 assignments. 2 semester hours. \$8.50 (\$1.50)

373. **Secondary Tests and Measurements.** A survey of the available high school tests; technique of giving, scoring, tabulating and interpreting results. Each student in the course will be expected to give some of the tests more generally used in high schools. Prerequisite: Technique of Teaching. 24 assignments. 3 semester hours. \$12.50 (\$3.00)

ELECTRICAL ENGINEERING

212. **Principles of Electrical Engineering.** Direct current and magnetic circuits. Instruments. This course, as well as E. E. 213, is prerequisite to the junior work in Electrical Engineering. Both courses are required of all sophomore electrical engineering students. Prerequisites: Mathematics 123 and 133. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

213. **Principles of Electrical Engineering.** Elements of alternating current circuits and elements of direct and alternating current machines. Prerequisite: E. E. 212. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

243. **Elements of Communication Engineering.** The purpose of this course is to impart an understanding of the fundamental principles of radio communication. A survey is made of the important principles of electricity, vacuum tubes, and radio circuits. The course is actually a first year course in radio, and it qualifies the student for technical and semi-technical positions in the radio field. It also qualifies the student to pursue the regular second year course in radio. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

362. **Illuminating Engineering.** Fundamental principles of illuminants and illumination, electric light wiring, systems of illumination calculations. Prerequisites: E. E. 212 and 213. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

ENGLISH

103a. **Composition.** This is the regular freshman composition course. The purpose is to give training in accurate and effective writing. Study of textbooks in rhetoric and in literature. 24 assignments. 3 semester hours. \$12.50 (\$1.60)

103b. **Composition.** A continuation of 103a. Prerequisite: 103a. 24 assignments. 3 semester hours. \$12.50 (\$1.60)

202a. **Composition.** This course is designed to give those in business, or who plan to enter that field, training in the fundamentals of composition and business writing. 16 assignments. 2 semester hours. \$8.50 (\$0.75)

202b. **Composition.** This course is a continuation of 202a, more advanced in nature, with the emphasis upon the business letter. 16 assignments. 2 semester hours. \$8.50 (\$1.60)

233a. **English Literature in Outline.** The life and literature of the English people from Anglo-Saxon times to the close of the nineteenth century. Study of the works of representative authors, reports, and critical essays. The sophomore course. Prerequisite: 103. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

233b. **English Literature in Outline.** A continuation of 233a. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

232. **English Composition.** Technical writing with some study of scientific and technical articles of various kinds. Open to students in the Colleges of Agriculture and Engineering and to geology majors in the College of Arts and Sciences. Prerequisite: 103. 16 assignments. 2 semester hours. \$8.50 (\$0.40)

373. **The Romantic Poets.** Wordsworth, Coleridge, Byron, Shelley, Keats, and Scott. Prerequisite: 233 and Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

383. **The Romantic Movement.** This course is the logical sequence of English 373 but it may be taken separately and independently. It covers the lives and works of Byron, Shelley, Keats, Hazlitt, DeQuincey and certain other minor writers of the Romantic period. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

453. **The Drama in England from 1580 to 1642.** The Elizabethan dramatists, exclusive of Shakespeare. Prerequisite: 233. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

493. **Anglo-Saxon.** Grammar and readings in West Saxon prose. Prerequisite: 233. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

542. **American Literature.** The chronological study of American literature from 1607 through the New England writers of the nineteenth century. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$2.00)

552. **American Literature.** This course begins with the work of the nineteenth century ante-bellum Southern writers and goes to

1900. It includes all mid-nineteenth century writers except the New England group. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$2.00)

562. **American Literature.** Covers the period from 1900 to the present. Prerequisite: Junior standing. 16 assignments. 2 semes-
ter hours. \$8.50 (\$2.00)

FRENCH

103a. **Elementary French.** Grammar and composition. 24 as-
signments. 3 semester hours' credit. \$12.50 (\$0.65)

103b. **Elementary French.** A continuation of 103a. Reading
a French play. Prerequisite: 103a or one high school unit. 24 assign-
ments. 3 semester hours' credit. \$12.50 (\$0.90)

203a. **Intermediate French.** Composition, syntax, reading of
representative works of modern French authors. Prerequisite: Ele-
mentary French or two high school units. 24 assignments. 3 semes-
ter hours' credit. \$12.50 (\$1.00)

203b. **Intermediate French.** A continuation of 203a. Optional
prerequisite: Three high school units. 24 assignments. 3 semester
hours' credit. \$12.50 (\$1.00)

333a. **Advanced French Composition.** Grammar, review, and
written composition. Prerequisite: French 103 and 203. 24 assign-
ments. 3 semester hours. \$12.50 (\$0.65)

333b. **Advanced French Composition.** A continuation of 333a.
24 assignments. 3 semester hours. \$12.50 (\$0.75)

GEOGRAPHY

112. **Human Geography.** The influence of physical factors in
the environment on man and his activities. 16 assignments. 2 semes-
ter hours. \$8.50 (\$1.25)

122. **Human Geography.** The influence of economic factors as
related to geography. Foods, raw materials, fuels, commerce and
regional geography receive attention. 16 assignments. 2 semester
hours. \$8.50 (\$1.25)

GEOLOGY

102. **Principles of Geography.** This course covers essentially
the first half of that designated in the University of Arkansas Cata-
log as Geology 104a. The course has for its chief aim the recognition
of the fact that since the earth is the home of man, any discussion of
man's distribution over the earth's land surface and of his various
activities and accomplishments is rooted in the physical and biological
features of the earth itself and in its relations to the solar system of
which it is a part. 16 assignments. 2 semester hours. \$8.50 (\$1.75)

GERMAN

103a. **Elementary German.** Grammar, composition, and reading of easy texts. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.65)

103b. **Elementary German.** A continuation of 103a. Prerequisite: 103a or one high school unit. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.65)

203a. **Modern German Prose.** Selections from nineteenth century authors. Composition based on texts read. Prerequisite: Elementary German or two high school units. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.60)

203b. **Modern German Prose.** A continuation of 203a. Optional prerequisite: Three high school units. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.40)

212a. **German Composition.** A thorough review of grammar and work in composition. Prerequisite: Elementary German or two high school units. 16 assignments. 2 semester hours. \$8.50 (\$0.60)

212b. **German Composition.** A continuation of 212a. 16 assignments. 2 semester hours. \$8.50 (\$0.60)

HEALTH

Zoology 142 is designed to meet the requirements of the State Board of Education for a course in Health.

HISTORY

103a. **Introduction to Modern and Contemporary Civilization.** The chief content of this course is history since 1500 with more emphasis on the period since 1815. Economic, cultural, and political developments are discussed to help the student understand the civilization of today. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

103b. **Introduction to Modern and Contemporary Civilization.** A continuation of 103a. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

203a. **History of the United States to 1865.** A survey of the development of the American nation, beginning with discovery and early settlements, carrying through the Revolution, the westward movement, and the Civil War. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

203b. **History of the United States Since 1865.** A continuation of 203a. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

213a. **History of England to 1763.** A general course treating of the political, religious, literary, and economic activities of the English people. The origin and growth of the more important institutions, such as kingship, parliament, courts, and the church; the struggle for democratic government, especially the great reforms of the

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nineteenth and twentieth centuries, and the movement for social betterment. A brief survey of the British Empire. Not open to freshmen. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

213b. **History of England, 1763-1939.** A continuation of 213a. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

232. **History of Rome.** The history and institutions of the Romans. Not open to freshmen. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

323. **The French Revolution and Napoleon.** A study of the political, social, and economic conditions of pre-revolutionary Europe; the rise of public opinion and its expression in the French Revolution; and of the chief events and movements of the Napoleonic period, with special reference to their effects on Europe. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.75)

453. **Latin America.** A study of Latin American cultural, economic and political development from discovery to the present. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

463. **Latin America and the United States.** The Latin American Policy of the United States and our diplomatic, economic and cultural relations with the other American republics from independence to the second World War. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

353. **Far East.** An account of the more significant internal developments in the countries of Eastern Asia. Special emphasis placed on the international relations of China and Japan, one with the other, and with European nations and the United States. Prerequisites: 6 hours of history and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.10)

363. **American Diplomacy.** This course covers the entire period since 1776, with special attention to relations with Great Britain and to the Monroe Doctrine, Latin America and Asiatic problems, the Great War and the peace movement. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

373. **Europe Since 1870.** A study of the diplomatic background of the world war; the peace conference and post-war problems. Prerequisites: 6 hours of history and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.25)

383. **Recent Russia.** A brief consideration of tsarist rule; development of currents of thought and social movements leading to the revolution of 1917 and the Bolshevik regime. Prerequisites: 6 hours of history and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

HOME ECONOMICS

132. **Textiles.** A study of the selection of textiles for household and personal use, and of the sources and manufacture of the different textiles. Practice is given in the identification of fibers, analysis of fabrics, and in the methods of cleaning and renovating textiles, e. g., laundering, dry cleaning, and dyeing. 16 assignments. 2 semester hours. \$8.50 (\$1.25) (\$1.00 laboratory fee)

253. **Nutrition and Health.** The aim of this course is to give the student a comprehensive survey of the knowledge of the vitamins, mineral elements, ferments, ductless glands and hormones from the standpoint of human relations and applications. The information contained in each lesson is beneficial to anyone interested in the relation of diet to health. Assignments in this course serve as a lucid guide to the application of modern medical discoveries to hygienic living. 24 assignments. 3 semester hours. \$12.50 (\$0.75)

352. **Home and Society.** This course includes a study of the history of the family; the growth of the family as an institution; and the status of the family in the new social and economic order. Attention is given to modern problems that affect the home. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

392. **Home Organization and Management.** A study of the principles underlying the organization and efficient management of an average American home. 16 assignments. 2 semester hours. \$8.50 (\$1.50)

HORTICULTURE

213. **Vegetable Crops.** A general course in vegetable production for home and market, with attention to the ecology of vegetable crop plants, economic and dietetic value of vegetables, and the principles of cultural practices. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

ITALIAN

103a. **Elementary Italian.** Grammar, composition and diction. 24 assignments. 3 semester hours. \$12.50 (\$0.60)

103b. **Elementary Italian.** Grammar, composition and diction. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

JOURNALISM

203a. **News Writing.** Intended for students who expect to make journalism their profession, and for those who desire some training in newspaper methods. Methods of gathering news, news value, various forms of news writing. Prerequisite: English 103a, b. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

203b. **News Writing.** A continuation of 203a. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

312a. Magazine Article Writing. Analysis of published articles and markets; study of technique—obtaining material, organizing material, preparing attractive titles and beginnings, devices to present material in an interesting fashion, “slanting” the articles, writing articles of various specialized types. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

312b. Magazine Article Writing. A continuation of 312a. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

LATIN

114a. Elementary Latin. Grammar and exercises, Caesar, four books. To meet the needs of students in the sciences, and to lay a foundation for those students who intend to continue Latin or the modern languages. 32 assignments. 4 semester hours' credit or one high school unit. \$16.50 (\$0.50)

114b. Elementary Latin. A continuation of 114a. 32 assignments. 4 semester hours' credit or one high school unit. \$16.50 (\$0.60)

133a. Cicero's Speeches and Letters. Six speeches and selections from the letters; a review of forms and syntax; introduction to the use of good English in translation. For students who offer two units of Latin for entrance. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.60)

133b. Cicero's Speeches and Letters. A continuation of 133a. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.60)

203a. Virgil's Aeneid. Due attention is given to form, syntax, and prosody, but the chief aim is an appreciation of the poem as literature. For students who offer three units of Latin for entrance. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

203b. Virgil's Aeneid. A continuation of 203a. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

213a. Cicero and Livy. Prerequisite: 203 or 4 high school units. 24 assignments. 3 semester hours. \$12.50 (\$0.85)

213b. Terence and Plautus. Prerequisite: 203 or 4 high school units. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

LAW

See Courses in Commercial Law.

MANAGEMENT AND MARKETING

343. Principles of Marketing. This course is a descriptive and analytical introduction to the field of marketing or distribution. It furnishes a basis for the more specialized marketing courses such as Retail Store Management. Prerequisite: Economics 203. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

353. Principles of Advertising. Place of advertising in business; kinds of advertising; factors governing the preparation of effective

advertisements; research, typography, copy and layout techniques; evaluation and selection of media; advertising budgets and campaigns; measuring the effectiveness of advertising. Prerequisite: Economics 203. 24 assignments. 3 semester hours. \$12.50 (\$2.50)

373. **Distributive Education.** A course designed for present and prospective teachers or coordinators in business education. Flexibility in the course content provides for including topics of current importance and individual student needs. Prerequisite for college credit: junior standing or affiliation with the vocational program. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

393. **Consumer Economics.** Designed to give consumers and retail store personnel a better understanding of their mutual interests. Prerequisite: Economics 203. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

433. **Industrial Management.** Management as a business force; the science of management; organization and control; manufacturing processes, location, arrangement, and equipment of industrial plants; work analysis, time and motion studies; training methods; control of labor, production, materials and costs; industrial safety; morale and supervision; employee participation in management. Prerequisite: Economics 203. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

493. **Retail Store Management.** Covers the fundamentals that make for success in retail merchandising. Prerequisite: Marketing 343. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

MATHEMATICS

103. **Solid Geometry.** A college course in solid geometry intended for students who offer only one unit of geometry for entrance. 24 assignments. 3 semester hours. \$12.50 (\$0.60)

113. **Introductory College Algebra.** A collegiate treatment of advanced high school algebra, designed for students who have completed one unit in high school algebra. This course may be counted as credit toward any degree except Engineering. Students in the College of Engineering may use it to remove entrance deficiencies. 24 assignments. 3 semester hours. \$12.50 (\$0.70)

123. **College Algebra.** This is the regular freshman course in algebra and is based upon one and one-half units of high school algebra. Students who have only one unit in algebra should enroll for course 113 and then follow this with 123. 24 assignments. 3 semesters hours. \$12.50 (\$0.70)

133. **Plane Trigonometry.** This is the regular freshman course in trigonometry and is open to all who have completed college algebra. 24 assignments. 3 semester hours. \$12.50 (\$0.70)

145. **Analytic Geometry.** This course is required of all engineering students and may be used as an elective by others. It is open to those who have completed college algebra and plane geometry. 40 assignments. 5 semester hours. \$20.50 (\$0.75)

153. **Mathematics of Finance.** Planned to fit the needs of students in Business Administration. Prerequisite: 123. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

214a. **Differential and Integral Calculus.** The first half of the regular sophomore course. Prerequisite: Analytic Geometry. 32 assignments. 4 semester hours. \$16.50 (\$0.90)

214b. **Differential and Integral Calculus.** The last half of the regular sophomore course. 32 assignments. 4 semester hours. \$16.50 (\$0.90)

303. **Theory of Equations.** Prerequisite: 214. 24 assignments. 3 semester hours. \$12.50 (\$0.60)

313. **History of Mathematics.** A general view of the development of the elementary branches of mathematics and a brief survey of the growth of higher mathematics in the eighteenth and nineteenth centuries. Prerequisite: 214. 24 assignments. 3 semester hours. \$12.50 (\$3.00)

343. **Differential Equations.** An introductory course in the more common ordinary differential equations with applications to geometry, physics, and engineering. Prerequisite: Differential and Integral Calculus 214. 24 assignments. 3 semester hours. \$12.50 (\$0.65)

MECHANICAL ENGINEERING

305. **Mechanics.** Forces in equilibrium, centroid, center of gravity, moment of inertia of areas and masses, friction belt and brake, work energy and power. Required of all engineering students. Prerequisite: Math. 214, and consent of the instructor. 40 assignments. 5 semester hours. \$20.50 (\$1.35)

323-333. **Thermodynamics.** Fundamental principles underlying operation and design of all heat power machinery. Thermodynamics processes, gas and vapor cycles and their applications to steam engines, and turbines, internal combustion engines, air compressors and refrigeration machinery. Prerequisite: Mathematics 214 and consent of the instructor. Each course 24 assignments. 3 semester hours. \$12.50 (\$1.35)

MUSIC

122a. **Elementary Harmony.** Designed to develop practical skill in the harmonization of melodies, the course covering the whole of diatonic technic (excludes chromaticisms) with due attention to modulation. Prerequisite: A knowledge of notation. 16 assignments. 2 semester hours. \$8.00 (\$0.40)

122b. **Elementary Harmony.** A continuation of 122a. 16 assignments. 2 semester hours. \$8.00 (\$0.40)

212a. **Advanced Harmony.** This course completes the study of harmony, centers around chromaticism and is based specifically on the procedure of the great composers. Prerequisite: A study of elementary harmony. 16 assignments. 2 semester hours. \$8.00 (\$0.40)

212b. **Advanced Harmony.** A continuation of 212a. 16 assignments. 2 semester hours. \$8.00 (\$0.40)

222a. **History of Music.** Prepared for anyone interested in the development of the Art of Music, requiring no previous musical study and covering the period from the earliest times to 1760—the growth of the art from primitive beginnings to evidences of maturity. 16 assignments. 2 semester hours. \$8.50 (\$1.35)

222b. **History of Music.** Though no previous music study is required, the above-mentioned course, 222a, is advised, since 222b deals with the maturity of the art, being virtually a study of the great composers from Haydn to the present day. 16 assignments. 2 semester hours. \$8.50 (\$1.35)

322a. **Strict Counterpoint.** This course is designed to develop the skill of melody weaving only in so far as it was done for unaccompanied voices in the Sixteenth Century. Essential to any University Degree in Music and for the Guild of Organists examinations and those for Trinity College of Music Diplomas. 16 assignments. 2 semester hours. \$8.50 (\$0.35)

322b. **Free Counterpoint.** This course is prepared to develop skill in instrumental melody weaving, based upon the technic of J. S. Bach and not to be undertaken without 322a as a prerequisite. Necessary for all University Degrees and Guild of Organists and Trinity College Diplomas. 16 assignments. 2 semester hours. \$8.50 (\$0.35)

NATURE STUDY AND CONSERVATION

102. **Nature Study.** This course prepares any person who is interested in living things with a background for a better understanding of them. It is presented so that teachers will have sufficient information and basic material upon which to offer a teaching program in Nature Study in the public school. The course, if properly studied, will provide the necessary background for many classroom demonstrations and field projects. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

302. **Conservation of Natural Resources.** Conservation of soils, minerals, water, and power resources of the United States. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

PHILOSOPHY

203. **Ethics.** An analysis of the origin of morals, of typical theories, and of current moral problems. Prerequisite: sophomore standing. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

213. **Logic.** The application of logic to the practical problems of everyday life. It includes an analysis of inductive and deductive reasoning, of the nature of hypotheses, verification, scientific method, etc. Prerequisite: sophomore standing. 24 assignments. 3 semester hours. \$12.50 (\$0.90)

252. Social Ethics. This course takes up the ethical relationship of the individual to our social institutions, such as the family, the state, capital, labor, city, country, liberty, and democracy. Prerequisite: sophomore standing. 16 assignments. 2 semester hours. \$8.50 (\$0.60)

303. History of Greek Philosophy. A survey of the history of philosophy from Thales to the Middle Ages. The relation of philosophy to Greek life as a whole, and an introduction to the more important systems of Plato and Aristotle. Prerequisites: junior standing and consent of the instructor. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

313. History of Modern Philosophy. From Bacon through Kant. The relation of modern systems to scientific, literary, political, and social movements. Prerequisites: junior standing and consent of the instructor. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

573. Introduction to Hume. Prerequisites: junior standing and consent of the instructor. 24 assignments. 3 semester hours. \$12.50

583. Introduction to Kant. Prerequisites: junior standing and consent of the instructor. 24 assignments. 3 semester hours. \$12.50

PHYSICAL EDUCATION

292. Methods and Materials of Physical Education for Elementary Schools. For teachers and those preparing to supervise or assist in school and community physical education and recreation programs. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

342. Administration of Physical Education and Athletics. The purposes of this course are to acquaint the student with the best practices and methods and to show him how the principles and theories may be applied to Arkansas schools. 16 assignments. 2 semester hours. \$8.50 (\$1.10)

POLITICAL SCIENCE

202. American National Government. A foundation course for more advanced work in government. The organization and problems of our national government and the work of co-ordinate branches, with emphasis upon the work of administration. Prerequisite: sophomore standing. 16 assignments. 2 semester hours. \$8.50 (\$2.10)

212. American State and Local Governments. A brief review of the constitutional development, structure, operations and contemporary problems of American state, county and municipal government, with emphasis on administration. A foundation course for more advanced work in administration and municipal government. Prerequisite: sophomore standing. 16 assignments. 2 semester hours. \$8.50 (\$2.25)

PSYCHOLOGY

103. **Elementary Educational Psychology.** An introduction to the field of psychology dealing with the simpler aspects of mental life, designed to ground the student in the fundamentals of the subject. This course is intended only for persons who are preparing to be elementary teachers and may be used for credit toward a degree in the elementary curriculum of the College of Education. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

203. **General Psychology.** A course in the fundamentals of mental life and behavior. This course is planned to give the student a thorough acquaintance with the facts of the mind from the modern, experimental point of view. Prerequisite: sophomore standing. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

213. **Applied Psychology.** A survey of the psychological principles and methods which are most significant for the practical control of human behavior. The fundamental factors conditioning human efficiency, psychological methods of vocational selection, and the psychological factors in advertising, selling, and industrial management. Prerequisite: Psychology 103 or 203. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

222. **Psychology of Adolescence.** The important changes and development of the individual during the adolescent years. Of interest to those dealing with boys and girls of high school age. Prerequisite: Psychology 103 or 203. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

233. **Child Psychology.** A study of the development of the child from birth to adolescence. The influence of the development during these early years upon the development and acquisition of adult patterns of behavior is considered. Prerequisite: Psychology 103 or 203. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

242. **Educational Psychology.** A consideration of topics of psychological importance to the teacher. This course is designed primarily for license renewal. Credit not allowed if 333 is taken. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

333. **Educational Psychology.** A consideration of topics of psychological importance to the teacher. Credit not allowed if 242 has been taken. Prerequisite: Psychology 103 or 203. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

303. **Psychology of the Abnormal.** A study of the most frequent abnormalities of personality, with special reference to their significance for normal personality. In addition to the psychoneuroses and psychoses, such special topics as sleep, dreams, suggestions, and hypnosis will be considered. Prerequisites: 103 or 203 and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

313. **Social Psychology.** A study of public opinion, custom, imitation, psychology of leadership, conflict, discussion, and group behavior. Gives an insight into contemporary social problems. Pre-

requisite: Psychology 103 or 203. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

PUBLIC SPEAKING

203. **Principles of Effective Speaking.** Speech composition; delivery. Primary consideration is given to speech composition, including analysis of the general purposes and the arrangement of materials to attain these ends. Short original speeches on selected topics. Prerequisite: English 103. 24 assignments. 3 semester hours. \$12.50 (\$0.70)

222. **Public Discussion and Debate.** The principles of argumentation and group discussion; construction of arguments; adaptation to audiences; and rebuttals. Prerequisite: 203. 16 assignments. 2 semester hours. \$8.50 (\$0.65)

RURAL ECONOMICS AND SOCIOLOGY

103. **Production Economics.** This course is comparable to the course offered in Rural Economics and Sociology in the spring semester as a required course for freshmen in the College of Agriculture. The purpose of this course is to provide a background in the nature of production, reason for selection of particular enterprises on farms, and a brief analysis of the methods of determining the cost of production so that adjustment might be made to correct maladjustments in production. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

112. **Foundation of Rural Social Life.** The development of social institutions, civilization, and humanity; the farmers' relationship to these social processes; the adjustment of rural life conditions to these processes so as to achieve the greatest amount of social well-being. Special attention will be given to the problems of this state. 16 assignments. 2 semester hours. \$8.50 (\$1.75)

303. **Farm Management.** General economic principles applied to the business of farming. This course treats of choosing and acquiring land, livestock, and farm equipment and developing a cropping system; of management for efficient use of the factors of production; of analyzing farm businesses to discover methods of combining farm enterprises so as to obtain the greatest net returns. Prerequisite: junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

392. **Farm Prices.** A study of the factors which combine to make prices; trends in prices of farm products; and relation of agricultural production and prices. It shows how to obtain price information, how to analyze it, and how to interpret and profitably use available price data. Prerequisite: junior standing. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

373. **Principles of Agricultural Economics.** This course deals with the principles of economics as applied to the business of farming. Topic for study will include types of farming, efficiency in organization and management, selection of farm enterprises, propor-

tioning the factors of production, land tenure, prices, credit, taxation, marketing, and agricultural legislation. 24 assignments. 3 semester hours. \$12.50 (\$1.60)

323. **Rural Sociology.** A study of rural society; the development and interrelation of rural institutions, farm organizations and rural leadership; the effect of public policies upon rural institutions and agencies; the relation of the standard of living of the group to the individual; types of communities and principles of community development; some effects of changes in material culture upon social organization. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

343. **Community Organization.** This course is intended primarily for teachers, extension agents, welfare workers and other persons engaged in work with rural people. It deals with the organization of local groups and activities and with the organization of the community as an effective functioning unit. It analyzes the natural organization of the community and the techniques by which this organization can be shaped to handle community problems more effectively. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.10)

352. **Rural Family Life.** The sudden transfer of the rural family from the farm to the city, together with the growth of new ideas, has caused changes, confusion and failure in family life. The aim of this course is to make available interesting information relating to our most important social institution—the family. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$2.00)

433. **Marketing Agricultural Products.** This course aims to cover the fundamental principles of market distribution as applied to the marketing of staple and perishable agricultural products. Topics: relation of marketing to production; marketing agencies; recent trend in marketing practices; relation of market prices to production and quality of product; cooperation in relation to marketing. Particular attention will be given to the marketing of Arkansas products. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.25)

453. **Land Use Planning.** This course presents "land" from the standpoint of economics and shows the relation of natural environment and other factors to land use in both urban and rural situations. Taxation and tax delinquency are discussed. The purpose, basis, and some of the methods of land planning are analyzed. The growing popular interest and new federal and state laws bearing on land planning make this an appropriate introductory course for students interested in land use planning. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

SHORTHAND

103a. **Shorthand.** This course covers the theory of Gregg shorthand. No college credit is allowed if shorthand was taken for credit in high school. 24 assignments. 3 semester hours. \$12.50 (\$0.80)

103b. **Shorthand.** A continuation of 103a. 24 assignments. 3 semester hours. \$12.50 (\$0.80)

SOCIAL WELFARE

313. **Introduction to Social Work.** This is a survey course intended to give a background in Social Welfare. It deals with the various spheres in which social work has been found most useful, including such subjects as family welfare, dependent, neglected and delinquent children, adult delinquency, mental disease, health, group work, and community organization. Prerequisite: junior standing or experience in social work. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

323. **Juvenile Delinquency.** The nature, causes, extent, and methods of treatment of juvenile delinquency, including the courts, probation, parole, and institutions. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

382. **Public Employment Service.** This course deals with the organization and administration of the employment service, including the state and local offices, personnel advisory councils, reports and statistics. It is designed to give an idea of the work of an employment office. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

SOCIOLOGY

303. **Principles of Sociology.** The study of man in his group relationships. The family, industry, religion, education, recreation, etc. Origin and development. Social ideals and objectives and methods of improvement. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

323. **Problems of Social Adjustment.** Poverty and dependency, family disorganizations, unemployment, crime and mental derangement. The various causes, social and economic, mental and physical with methods and plans for amelioration, rehabilitation and prevention. Prerequisite: Sociology 303. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

343. **Criminology.** The extent, cost, and causes of crime, methods of punishment, methods of prevention, history of development. Prerequisite: Sociology 303. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

423. **Population Problems.** The growth of population in general and in the United States. Composition and distribution; race, age, sex, and so forth. Changes from rural to urban life. Ancient and modern doctrines of population. Birth and death rates. Present and future trends. Expanding populations as a cause of war and world disturbance. Prerequisite: Sociology 303. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

SPANISH

104a. **Elementary Spanish.** Grammar, composition and reading of easy texts. 32 assignments. 4 semester hours. \$16.50 (\$0.50)

104b. **Elementary Spanish.** A continuation of 104a. Prerequisite: 104a or one high school unit. 32 assignments. 4 semester hours. \$16.50 (\$0.75)

203a. **Intermediate Spanish.** Syntax, composition, reading of representative works. Prerequisites: Elementary Spanish or two high school units. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

203b. **Intermediate Spanish.** A continuation of 203a. Optional prerequisite: Three high school units. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

ZOOLOGY

142. **Fundamentals of Health.** A study of the general principles of personal hygiene and the promotion of health. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

303. **Animal Ecology.** The relationship between the animal and its environment. Prerequisites: Zoology 104 and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

363. **Parasitology.** The parasites of man and their effects upon his health and welfare. Prerequisites: Zoology 104 and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

383. **Human Physiology.** A study of the functions of the human body in health and disease. Prerequisites: Zoology 104 and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$0.65)

COURSES FOR HIGH SCHOOL STUDENTS

The following courses are available for high school students. The figure preceding each course indicates the grade for which the course is intended. Students who expect to use correspondence credits toward graduation from high school must secure the approval of the Superintendent or Principal of the school to which the credit is to be transferred. All courses offered may be used for entrance credit at the University.

Either of the following methods may be used in high school correspondence study: First, individual study for students who work unsupervised and second, supervised correspondence study for classes or groups who work under the supervision of a faculty sponsor. All courses must be terminated by an examination under the Superintendent or Principal of the high school in which the credit is to be used.

High school texts are not available on a rental basis.

9a. **English Grammar.** This course covers the material usually prescribed for the first half of ninth grade English. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9b. **English Grammar.** A continuation of 9a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9a. **Beginner's Course in Algebra.** This course corresponds to the work of the first half year of algebra in high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9b. **Beginner's Course in Algebra.** This course corresponds to the work of the second half of the regular course in algebra as offered in high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9a. **Commercial Geography.** Commercial geography with emphasis on the air age. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9b. **Commercial Geography.** A continuation of 9a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10a. **Rhetoric.** This is the course usually offered in the first half of the tenth grade of high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10b. **Rhetoric.** A continuation of 10a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10a. **World History.** A general survey of the more important movements in history. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10b. **World History.** A continuation of 10a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10a. **Plane Geometry.** This course corresponds to the first half of the regular course in plane geometry as offered in high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10b. **Plane Geometry.** This course corresponds to the second half of the regular course in plane geometry as offered in high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **American Literature.** An elementary reading course intended for eleventh grade high school students who have not studied American literature. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **American Literature.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **United States History.** Designed to meet the needs of students who wish to make up an entrance unit or prepare for teachers' examination, and to give a closer acquaintance with our country's history as a basis for a better understanding of the political and social questions of today. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **United States History.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11. **Solid Geometry.** This is the regular high school course. Prerequisite: Plane geometry. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **Advanced Algebra.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **Advanced Algebra.** A continuation of 11a. Introduction to trigonometry and pre-flight aeronautics. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **Physiology and Hygiene.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **Physiology and Hygiene.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **Bookkeeping.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **Bookkeeping.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **Typewriting.** This course in typewriting was planned with two types of students in mind: First, for those who desire the ability to operate a typewriter for personal use; second, for those who expect to do office work in the future. The first part of the course gives the basic skill necessary to use a typewriter and the second part covers the elementary work in letter writing, etc. $\frac{1}{2}$ entrance credit. 24 assignments. \$8.00.

11b. **Typewriting.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12a. **Composition and English Literature.** This course covers the reading usually prescribed in the first half of the senior year of high school. It is intended for those who have not studied English literature. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12b. **Composition and English Literature.** A continuation of 12a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12a. **Problems of American Democracy.** A study of modern economic, social, and governmental problems. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12b. **Problems of American Democracy.** A continuation of 12a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12. **Commercial Arithmetic.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12. **Farm Crop Production** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12. **Livestock and Poultry Production.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12a. **Shorthand.** $\frac{1}{2}$ entrance unit. 24 assignments. \$8.00.

12b. **Shorthand.** A continuation of 12a. $\frac{1}{2}$ entrance unit. 24 assignments. \$8.00.

**TEACHERS CERTIFICATES MAY BE SECURED AND
RENEWED BY
UNIVERSITY EXTENSION COURSES**

Many teachers who are working toward a University degree are anxious to select courses that will either secure or renew a certificate. They should be very careful in their selections. On the next few pages we have attempted to point out certain University extension courses that will meet the requirements of those who hope to earn one of the "new types" of state certificates (or renew their present certificate) and at the same time do work that will count as credit toward a degree at the University of Arkansas.

Provisions of the Arkansas Teachers Salary Law (Act 319 of the 1941 General Assembly) tend to emphasize the importance of teachers up-grading their preparation as rapidly as possible. Aid to school districts toward implementing teachers' salaries from the Teachers Salary Fund is based upon the college preparation of the teachers. This law specifically states that the level of professional preparation of the teacher to be used as a basis of allocation from the state is determined by the type of certificate held by the teacher. It is, therefore, to the interest of the teacher to increase his college preparation as rapidly as possible. The General Extension Service can render valuable service to teachers in this regard by providing a means for them to up-grade their certificates while actively engaged in teaching. Teachers who have sufficient time are advised to enroll for at least two courses at once. By rotating the lessons two courses may be completed as quickly as one.

The only limitation placed by the State Department of Education upon the amount of credit earned by correspondence and extension toward satisfying the requirements for certification will be those prescribed by the institution in which the work is done. In some colleges of the University a student is limited to a maximum of thirty semester hours of extension work as credit toward a degree. It is advised that teachers taking work by correspondence and extension adhere to the prescription of courses enumerated in the requirements for various types of certificates.

Teachers are advised to write to the State Department of Education at Little Rock for a copy of "Regulations Governing Certification of Teachers in Arkansas." In case of doubt, the bulletin from the State Department should be followed.

At the present time the State Board of Education issues or renews three general types of certificates. These are:

- (1) County Certificates.
- (2) Old Type State Certificates.
- (3) New Type State Certificates.

A brief description of each of these types of certificates with the renewal requirements of each type and suggestions as to specific courses which can be secured from the General Extension Service to satisfy these requirements follow:

COUNTY CERTIFICATES

Under terms of Act 329 of the Acts of 1941 provision was made for applicants desiring certificates valid in the unclassified schools of a given county to take an examination given by the County Supervisor. Such applicants should apply to the County Supervisor in the County where they plan to teach. Examinations are given on the third Thursday and Friday of March and September.

The same Act provides for the conversion of all existing County Second and Third Grade Certificates to the State Board County Certificate on or before September 1, 1941, and the issuance of the State Board County Certificates to all applicants passing the examination after September, 1941. The State Board County Certificate is issued and renewed by the State Board of Education. It is valid only in the county of issue. The renewal requirement is six semester hours of college work earned during the life of the certificate. Holders of the State Board County Certificate may, upon the completion of 18 semester hours of college work, convert to the State First Grade Certificate. The State Department of Education recommends that holders of this certificate follow the requirements for the Three-Year Elementary Certificate in choosing courses. (See page 34).

Act No. 329 also provides that holders of the County First Grade Certificate may have two options as follows: (1) retain the County First Grade Certificate; (2) convert to the State First Grade Certificate.

County First Grade Certificate: This certificate is renewable by the State Board of Education upon teaching during the life of the certificate or upon the holders' earning two semester hours of college credit during the life of the certificate. Holders of this certificate should select courses required for the Three Year Elementary Certificate.

State First Grade Certificate: This certificate requires two semester hours of college work for renewal, and teachers holding this type should select courses required for the Three Year Elementary Certificate.

OLD TYPE STATE CERTIFICATE

In 1934, the State Department of Education revised its certification regulations, establishing a series of new type certificates and discontinuing the original issue of old-type certificates. Teachers holding these certificates are permitted re-issues under the regulations existing at the time of issue. The following is a list of these old type certificates with the renewal requirements:

- (1) State Elementary, Series A—12 semester hours.
- (2) State Elementary, Series B—6 semester hours.
- (3) Professional by Examination—12 semester hours.
- (4) Professional on Credentials—6 semester hours.

A teacher holding either of the first three types above should select courses from those required for the Three Year Elementary

Certificate, while the holder of the Professional or Credentials should, if he has not completed a degree, select courses from those required either for the Six Year Elementary or High School Certificate, depending upon the field in which he is teaching.

NEW TYPE STATE CERTIFICATES

The new type certificates issued and re-issued by the State Board of Education are:

- (1) Three Year Elementary.
- (2) Four Year Elementary.
- (3) Six Year Elementary.
- (4) Junior High School.
- (5) High School.
- (6) Supervisors and Administrators.

All of these certificates are re-issued under one of two options: teaching during the life of the certificate, or six semester hours of college work. The holder of any one of the above certificates who plans to fulfill the college hour renewal requirements should select courses required for the next highest certificate in his field, that is, elementary or secondary.

For the convenience of teachers who are planning to work off the requirements for one of the new type certificates there are given below the requirements for each type of certificate in the first column. In the second column are listed courses available through the General Extension Service which will satisfy the requirements.

STATE CERTIFICATES

The Three-Year Elementary Certificate

1. Completion of a minimum of 30 semester hours of the Six-Year Elementary Certificate Curriculum in an approved college including:

2. General requirements -----18	
English (including Juvenile Literature ----- 6	English 103 a, b Elementary Education 272
Social Studies (including Geography) ----- 6	Geology 102, Geography 112 or 122
Science ----- 2	*Nature Study 102 or Conservation 302 Zoology 142 Physical Education 292
Physical Education, Health and Safety ----- 2-3	
3. Professional requirements

General and specific methods 6	Educ. Adm. 102 or 103
Elementary Psychology ---- 3	Psychology 103 or 203

*Required by law of all teachers, Acts 312 of Acts of 1939.

Elementary Methods	3	Elementary Education 253 or Elementary Education 233
4. Professionalized content		
requirements	6	
Public School Music	2-3	
Public School Art	2-3	

The Four-Year Elementary Certificate

1. Completion of a minimum of 60 semester hours of the Six-Year Elementary Certificate curriculum, in an approved college, including:		
2. General Requirements	36	
English (including Juvenile Literature	6	English 103 a, b Elementary Education 272
Social Science (including Geography)	6	History 103 a, b Geology 102, Geography 112 or 122 See courses in history, economics, political science, geography and sociology *Nature Study 102 or Conservation 302
Science	6	See courses in botany, chemistry, mathematics and astronomy Physical Education 292 Zoology 142
Physical Education, Health and Safety	6	
3. Professional requirements	12	
Educational Psychology		Psychology 103, 233
Methods, Materials and Techniques		Elementary Education 303, 233, 253 Educational Administration 102 or 103, 252

Directed Teaching

4. Professionalized content	
requirements	6
Public School Music	2-3
Public School Art	2-3

This certificate may be renewed by completing six additional semester hours of University extension work.

*This course required by law of all teachers, Act 312 of Acts of 1939.

The Six-Year Elementary Certificate

1. Graduation from an approved four-year college, 120-124 semester hours.	
2. General requirements: _____ 36	
English _____ 12	See courses in English
Social Studies _____ 12	See courses in history, political science, economics, geography, and sociology.
Science _____ 6	See courses in botany, chemistry, mathematics, and astronomy
Physical Education, Health and Safety _____ 6	*Nature Study 102 or Conservation 302
3. Professional requirements: 16	Physical Education 292, 342
Educational and Child Psychology _____ 2-3	Zoology 142, Bacteriology 313
Teaching in Elementary Schools, including principles, methods, and management	Psychology 233 and 242 or 333
	Educational Administration 102 or 103
	Elementary Education 233, 253
	Elementary Education 303
	Education Administration 252
4. Specialization requirements:	
Public School Art and Art Appreciation _____ 4	
Public School Music and Music Appreciation _____ 4	
Juvenile Literature _____ 3	Elementary Education 272
American History and Government _____ 6	
Geography _____ 3	See courses in geography
Socialized Mathematics _____ 3	political science and history
Integrated Course in Health and General Science _____ 3	
Specialization in one field	

This certificate may be renewed by completing six additional semester hours of University extension work.

*This course required by law of all teachers—Act 313 of Acts of 1939.

The Junior High School Certificate

1. Completion of a minimum of 60 semester hours work of the High School Certificate curriculum in an approved college, distributed as follows:
2. General requirements: _____ 36

English	----- 12	English 103 a, b, 233a, b
Social Studies	----- 12	See courses in history, economics, political science, geography, and sociology
Science	----- 6	See courses in botany, chemistry, mathematics, and astronomy
Physical Education, Health and Safety	----- 6	Physical Education 342
3. Professional requirements: - 9

Educational psychology	Psychology 242 or 333
Teaching in Junior High Schools, including methods, principles, and management	Educational Administration 362
Directed Teaching	
Suggested Electives	
Tests and Measurements	Secondary Education 373
History of Education	
Curriculum Philosophy and Principles	Educational Administration 102 or 103 and 252
Curriculum Construction	
Classroom Management	
Technique of Teaching	
General Methods	Secondary Education 313
4. *Specific requirements:

English	----- 12	English 103 a, b, 233 a, b
Mathematics	----- 6	See courses in mathematics
Biology		
General Science		
Biological Science and		
Physical Science	----- 8	
(with a minimum of 3 semester hours in each)		
Latin	----- 12	See courses in Latin
French	----- 12	See courses in French
Spanish	----- 12	See courses in Spanish

*This refers to requirements which must be met to be certified in a given field.

Social Science -----	14	
European History or Survey of Civilization -----	3	
American History -----	3	
Economics		See courses in history, economics, geography, political science, and sociology
Sociology		
Government		
Geography		
-----	8	

This certificate is valid for four years and may be renewed by completing six additional semester hours of University extension work.

The High School Certificate

1. Graduation from an approved four-year college.		
2. General Requirements: ___36		
English -----12		See courses in English
Social Studies -----12		See courses in economics, history, political science, geography, and sociology
Science ----- 6		See courses in botany, chemistry, mathematics, and astronomy
Physical Education, Health and Safety ----- 6		Physical Education 342 Zoology 142, Bacteriology 313
3. Professional requirements: _16		
Educational Psychology ___2-3		
Teaching in Secondary Schools -----5-6 including		
Principles, Methods, and Management		Psychology 242 or 333 Secondary Education 203 or 303, 313
Directed Teaching -----5-6		Secondary Education 352S, 352H, 352M, or 352E
Suggested Electives		
Tests and Measurements		Secondary Education 373
Introduction to Education		Educational Principles 102
Philosophy of Education		Education Administration 252
Curriculum Construction		
Extra Curricular Activities		Secondary Education 462
4. Specific requirements (Com- merce only) -----32		
Stenography (Shorthand) __ 8		Shorthand 103a, b
Typewriting ----- 6		
Bookkeeping and Accounting 9		Accounting 203a, b

Office Management -----	3	
Business English -----	2	English 202
Commercial Law -----	2	Commercial Law 442 or 452
Commercial and Industrial		
Geography -----	2	

5. There are certain other requirements which must be met by applicants for high school certificates. For information with reference to these requirements, write the State Department of Education. This certificate is valid for six years and may be renewed by completing six additional semester hours of University extension work.

Vocational Home Economics

1. Graduation from an approved four-year college with the B. S. H. E. degree.
2. General requirements: -----15

English (including Journalism 3)	English 103a, b; 233a, b; Journalism 203a
or	
English 9 (including Journalism 3) and a Modern Language 6	English 103a, b; 233a; French 103a, b, or German 103a, b, or Italian 203a, b, or Spanish 104a, b
3. Professional requirements: -----21

Educational, Adolescent or	
Child Psychology	Psychology 242 or 333;
Adult Education	222; 233
Special Methods in Teaching	
Home Economics	
Directed Teaching	
Principles of Secondary Education	Secondary Education 203 or 303
Technique of Teaching	Secondary Education 313
Tests and Measurements	Secondary Education 373
4. Specialization requirements 69

Home Economics -----	35
Food and Nutrition -----	12
Clothing and Textiles -----	8
Home Management Residence	
Child Development (this may include Child Psychology)-----	6
Family Relationships -----	2
Home Nursing -----	2
Household Economics -----	2
Related Science and Art-----	34
Elementary Design -----	6
	Home Economics 352

Costume Design -----	2
Home Planning and Equipment -----	3
House Furnishing -----	2
General Chemistry -----	8
Organic and Physical Chemistry -----	4
General Zoology or Human Physiology -----	3
Household Bacteriology -----	4
Sociology -----	2

Zoology 383

See courses in Sociology

This certificate is valid for six years and may be renewed by completing six additional semester hours of University extension work.

Vocational Agriculture

1. Graduation from a standard four-year agricultural college. Applicant must have two years of farm experience after he has reached the age of 14.
2. General requirements: -----29

English (including public speaking, 2) -----	8	English 103a, b; Public Speaking 203
Chemistry -----	12	
Botany -----	5	
Military Art or Elective-----	4	
3. Professional requirements: -----17

Technique of Teaching	Secondary Education 313
Materials and Methods	
Curriculum Construction for Teachers of Vocational Agriculture	
Directed Teaching	
Part-time and Evening Class Instruction	
Special Problems in the Teaching of Agriculture	
Construction of Objective Tests in Vocational Agriculture	
4. Specialization requirements: 76

Agricultural Science -----	18	
Veterinary Biology -----	3	
Entomology -----	3	
Plant Pathology -----	3	
Bacteriology -----	4	
Genetics -----	3	Botany 313
Agricultural Science Elective	2	
Agricultural Engineering --	9	
Graphics -----	1	Agricultural Engineering 101

Terracing	2	
Farm Machinery	3	
Buildings	3	
Agronomy	17	Agronomy 103, 353
Crops	3	
Soils	5	
Forage Crops	3	
Soil Fertility	3	
Cotton	3	
Animal Industry	9	Animal Industry 112
Introduction to Animal		
Industry	2	
Poultry	2	
Dairy	2	
Feeds	3	
Horticulture	11	Horticulture 213
Production	3	
Forestry	2	
Vegetable Production	3	
Orchards	3	
Rural Economics	12	Rural Economics 103, 303,
Production Economics	3	313, 433
Agricultural Economics	3	
Farm Management	3	
Marketing	3	

This certificate is valid for six years and may be renewed by completing six additional semester hours of University extension work.

Industrial Arts

1. Graduation from an approved four-year college.		
2. General requirements: 42		
English	12	See courses in English
Social Science	12	See courses in economics, history, political science, geography, and sociology
Physics	6	
Mathematics	6	See courses in mathematics
Physical Education, Health and Safety	6	Physical Education 342
3. Professional requirements: 16		
Educational Psychology	3	Zoology 142
Directed Teaching	5	Psychology 242 or 333
Special Methods and Problems in Industrial Arts	2	
General Shop Organization	2	
Terracing	2	

Farm Machinery -----	3	
Buildings -----	3	
Introduction to Animal		
Crops -----	3	Agronomy 103, 353
Soils -----	5	
Forage Crops -----	3	
Soil Fertility -----	3	
Cotton -----	3	
Animal Industry -----	9	Animal Industry 112
Introduction to Animal		
Industry -----	2	
Poultry -----	2	
Dairy -----	2	
Feeds -----	3	
Horticulture -----	11	Horticulture 213
Production -----	3	
Forestry -----	2	

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R. C. Wray, M. S., Associate Professor of Civil Engineering.
Roman J. Zorn, Ph. D., Instructor in History and Political Science.

COLLEGE ENROLLMENT BLANK

Date _____

Name in full _____
(Mr., Mrs., Miss)

Present P. O. Address-----
Town _____ State _____ County _____

Date of birth _____ Place of birth _____

Race _____ Present Occupation _____

Have you at any time been enrolled with the General Extension Service of the University of Arkansas.-----
Previous education in Public or Private School, and in Colleges or Universities -----

Other Instruction _____

Degrees received _____ University or College _____

If you have ever attended the University of Arkansas gives dates....

Object in taking this course-----

Number and title of course-----

For Example: Mathematics 103 - Plane Geometry

The fees for the different courses are stated immediately following the descriptions and must be paid in advance. Make all checks payable to the University of Arkansas. Changed checks cannot be accepted.

Checks to cover purchase of texts should be made payable to the University Book Store.

Please write here the names of friends you think might like to receive our catalog.

Name	Address

HIGH SCHOOL ENROLLMENT BLANK

Name in full----- Date-----

Address -----
(Street) (Town) (State) (County)

Previous Education in Public or Private Schools-----

----- Date of birth

Place of birth

Have you at any time been enrolled with the General Extension Service of the University of Arkansas-----

Object in taking this course-----
(Advancement in vocation, culture, or credit)

Number and title of course-----

Amount enclosed (Check or Postal Order) ----- Fee -----

The University regulations require that no student shall be enrolled in a course until the fee has been paid. Make all checks payable to the University of Arkansas.

If this credit is to be used toward graduation from high school it must be signed by your local Superintendent or Principal.

Signed-----
(Superintendent or Principal)

This blank should be duplicated for additional enrollments.

UNIVERSITY of ARKANSAS

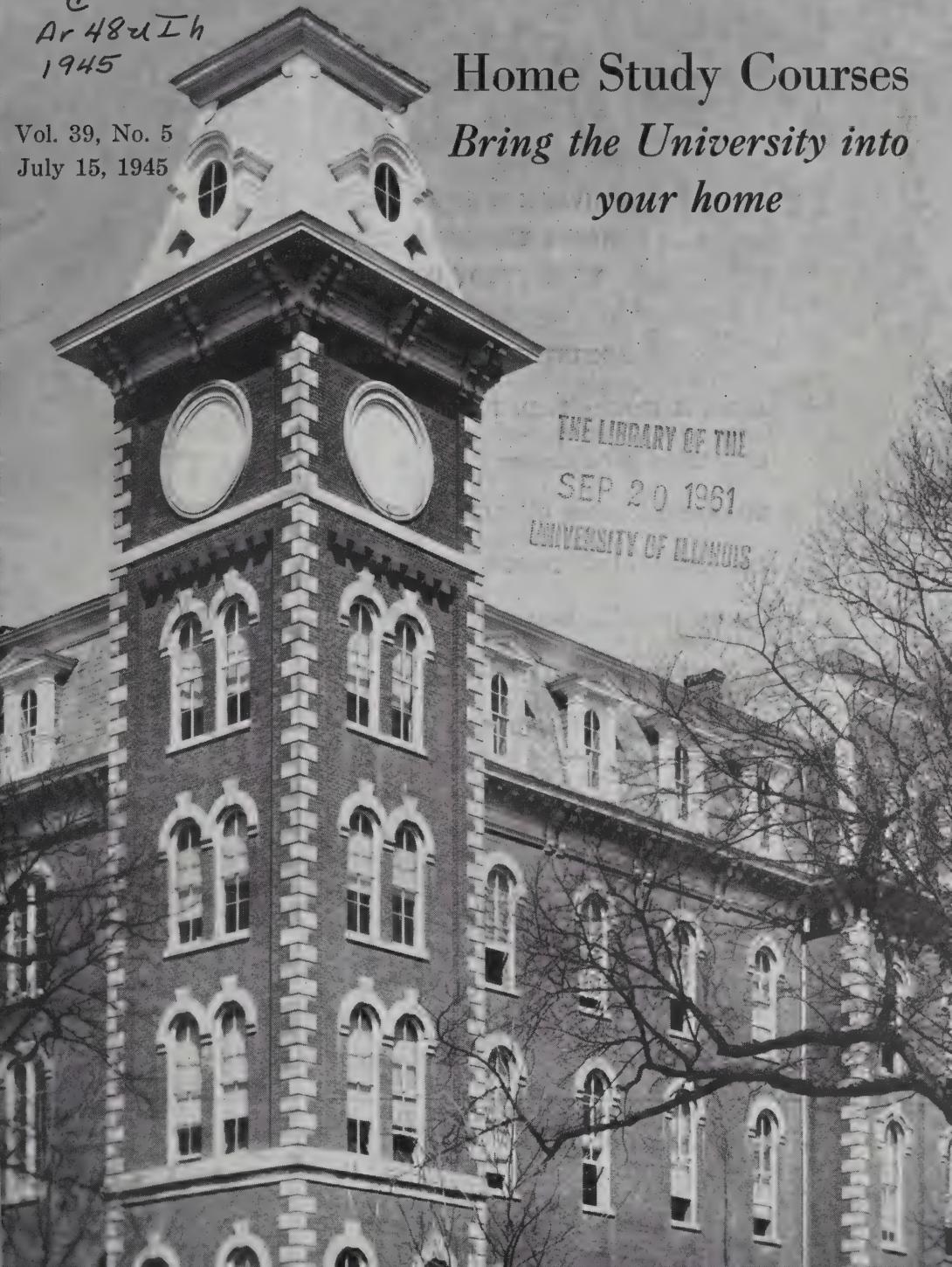
General Extension Service

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Opal Woodcock, B.S.E., Secretary in Charge of Examinations

GENERAL INFORMATION

The practical and cultural value of correspondence study needs no argument to support it. It has been demonstrated in the leading universities both in America and Europe. Many who do not go to college because they are attracted by the immediate prospect of earning a salary or who are forced to make a living, are fully capable of profiting by a college education. These are finding in correspondence instruction a means of meeting professional and cultural needs.

Not all subjects can be taught successfully by correspondence. In some cases practical difficulties are in the way, such as the necessity for expensive equipment. In the preparation of the courses outlined in this bulletin, the limitations of home study have been kept in mind and courses have been worked out so as to be of the greatest possible benefit to the student.

Those who are not interested in credit toward a degree, but merely wish to study for what they can get out of it, may enroll without having completed the necessary prerequisites.

COURSES OFFERED

Collegiate Courses. Most of the courses offered may be taken for college credit. Any of them may be taken if credit is not desired. The same fee is charged in either case. To take a college course for credit, the student must be able to meet the entrance requirements of the University at the time of enrollment and must have successfully completed the prerequisites to the course, if there be any.

Graduate Courses. Because of a ruling of the North Central Association of Colleges and Secondary Schools, correspondence courses may not be counted as a part of the required work toward the Master's degree at the University of Arkansas. Students who find it necessary to make up deficiencies before or after being admitted to the Graduate School, may use correspondence work for this purpose.

High School Courses. In order to be of service to persons in communities where high schools are not maintained, or in communities where only one, two or three years of work are offered, correspondence instruction in high school subjects is provided.

All high school courses offered carry entrance credit to the University. Students who expect to use them as credit toward graduation from some particular high school should consult the authorities of that school to make sure that the courses fit into a curriculum and that credit can be transferred to that school.

Vocational Courses. A number of courses are offered for persons who are interested in a study of practical problems without reference to college credit.

GENERAL EXTENSION SERVICE

METHOD OF INSTRUCTION

Upon receipt of the application and fee for a course, assignments are sent, together with return envelopes and instructions for the preparation of lessons and directions for making reports. As fast as reports are received at the central office they will be sent to the instructor in charge who will grade them. The lessons will be returned to the student through the central office.

Most courses are conducted by University professors and in almost all cases by the ones who teach the resident courses in the same subject and not by student assistants. These courses place the student in close relation with his instructors, and he is urged to ask his instructors for any necessary assistance.

TIME FOR ENROLLMENT

The General Extension Service operates throughout the entire year and students may enroll and begin work at any time. When a student is ready to enroll with the General Extension Service he should select his subjects very carefully and enroll for them just as he would do if he were a student in residence. The Director of General Extension will be very glad to assist him in the selection of these courses, provided the student furnishes definite information with reference to his previous academic training.

Extension students should work on a definite schedule just as resident students do. Much time is required for the passage of lessons through the mails and the student should rotate his lessons among the different subjects. Thus he might send in a report on the first lesson in English and then in mathematics, and then go back to the course in English. By this time his first lesson would have been returned by his instructor.

No student is allowed to send in more than four reports per week in any one course, or more than eight reports per week in all courses.

TIME FOR COMPLETION

When a student enrolls with the General Extension Service he is entitled to all privileges and advantages of the University of Arkansas for a period of twelve months, and he must complete each course within twelve months from the date of enrollment. Most students complete a course in much less time than a year.

A student may secure an extension of time for a course, provided he does so within one month from the time his enrollment expires, and take up work where he left off, by paying a fee of one dollar. The extension of time is for six months only.

During an instructor's absence, a substitute will be provided, or an extension of time granted. Extension of time will also be granted for a period equal to the length of time which a correspondence student spends in residence study, and in cases where serious disability has prevented the student's finishing on time.

LIMITATIONS ON ENROLLMENTS

No student doing full resident work in either high school or college is eligible to enroll for correspondence work during the regular session of that institution. A student not doing full residence work will be permitted to enroll only when it can be shown that for some substantial reason he cannot secure in class the course desired, and then only by permission of the dean of the college, or other proper officer of the institution, in which he is registered. Students who attend the University are considered resident students from the first day of classes until the end of the period for which they are enrolled.

EXAMINATIONS

Students living out of the State of Arkansas should submit the name, address, and official position of some nearby principal or superintendent who is willing to supervise the final examination. Students who live in Arkansas must take examinations under the supervision of the County Supervisor of Schools in their county or under the official examiner of some college, or in the Extension Office at Fayetteville. Examinations supervised by County Supervisors and College Examiners will be given on the first Saturday of each month at an hour to be designated by the supervisor of the examination. In an exceptional case, a student may, by making arrangements with the Director of Extension at least ten days in advance, take an examination in a county other than the one in which he lives.

SYMBOLS

The numbers of the regular college courses contain three digits: The first indicates in general the college year, the second the particular course, and the third the number of semester hours of credit.

101-199: courses which are open to freshmen.

201-299: courses which are open to sophomores, juniors and seniors.

301 up: courses which are open to juniors and seniors.

If a course is in two parts or more, the first part is indicated by the letter "a" following the digits, and the second by the letter "b". Credit for such courses may not be counted toward a degree until all parts are completed, except with the consent of the head of the department concerned.

CREDIT HOURS

All extension credit is reckoned in semester hours, eight assignments corresponding to one semester hour in residence. Thus each course of three semester hours contains twenty-four assignments.

FEES

For correspondence courses a uniform fee of four dollars per semester hour is charged. With most courses the student is required

to use uniform correspondence paper which is furnished by the university, together with a note-book cover. The amount shown after the description of each course includes a fifty cent charge for these materials.

REFUNDS

No fee will be refunded because of the student's inability to pursue a course. A refund of 75% may be made if requested by the student within thirty days of the date of enrollment.

SCHOLARSHIPS

For every fifty dollars spent by an individual for correspondence courses of college grade, a scholarship of ten dollars is awarded to be applied toward payment of correspondence course fee. These scholarships are not good for high school courses, textbooks or correspondence paper.

TEXTBOOKS

Correspondence students must furnish their own textbooks. They may be secured in one of the following ways:

1. Student may purchase texts from the publisher.
2. New or used copies may be purchased from the University Book Store here by:
 - (a) having them sent C. O. D.
 - (b) sending remittance to University Book Store, 2 per cent sales tax to be included.

Do not include remittance for purchase of textbooks in the check to General Extension Service to cover enrollment fees.

3. The General Extension Service has established a Rental Bureau through which correspondence students may rent textbooks for a period of four months. If at the end of that time, the student has not completed his course, he may pay another rental fee and keep the books four months longer. No rental fee will be accepted for a period of less than four months. The rental fee is shown in parentheses immediately after the description of each course. These fees are payable in advance.

Students desiring to rent textbooks should make checks or money orders for the courses and textbook rentals payable to the General Extension Service, University of Arkansas.

POSTAGE

The University pays the postage on all mail sent to the students. Students pay the postage on the lesson reports sent to the University.

ADMISSION TO THE UNIVERSITY

It is not necessary for a student to be formally admitted to the University before taking extension courses for credit. However, he should be sure that he has to his credit at least 15 units of high school work so distributed as to meet the entrance requirements of the college which he proposes to enter. These are given below. Transcripts of high school records should not be sent to the registrar until the student is ready to do resident work.

For admission to any division of the University a student must present 15 standard entrance units including 3 units of English, 3 units of mathematics and/or science, and 1 unit of social science. Certain divisions have additional restrictive requirements which are indicated in the following paragraphs:

College of Arts and Sciences: 3 units of English, 1 unit each of algebra, geometry, history and science, and 4 additional units chosen from these required groups or foreign languages.

College of Engineering: 3 units of English, $1\frac{1}{2}$ units of algebra, 1 unit of geometry and 1 unit of history. It is recommended that the remaining $8\frac{1}{2}$ units be selected so that a large percentage is in the fields of English, sciences, and mathematics, and that units in any other single field are limited to not more than two.

College of Education: The general University requirements prevail, with the following restrictions: Not more than 4 units (or 3 from a senior high school) in business subjects, except that students preparing to teach business courses may present as many as 6 units (or $4\frac{1}{2}$ from a senior high school); not more than 3 units (or $2\frac{1}{2}$ from a senior high school) in music and/or health and physical education, except that students preparing to teach in these fields may present as many as 4 units (or 3 from a senior high school.)

REQUIREMENTS FOR GRADUATION

In addition to completing the prescribed course of study, candidates for a degree are required to spend one year of at least 36 weeks and to earn at least 30 semester hours credit in residence. Seniors who have already fulfilled this requirement will be permitted to earn in absentia credit not to exceed 12 semester hours through the General Extension Service in extension classes and correspondence courses taught by resident members of the University faculty, provided not more than 6 of these 12 hours be earned in correspondence courses.

In some colleges of the University a student is limited to a maximum of 30 semester hours of extension work as credit toward a degree. However, in the College of Arts and Sciences, College of Agriculture, and the College of Education, students are sometimes permitted to go beyond this limit. Any student who plans to do more than 30 semester hours of extension work should take up the question of credit with the dean of the college from which he expects to receive his degree.

SELECTION OF COURSES

Students who are working toward a college degree should be very careful to select courses that will not duplicate work they have already done and which will apply on the degree in which they are interested. The General Extension Service will advise students in regard to enrollment, if information relative to previous high school and college work is furnished.

Many students begin their correspondence study soon after high school graduation and before they are admitted to the University for residence work. When selecting their first correspondence courses such students should keep in mind the fact that the University of Arkansas grants a number of different degrees. The courses selected will depend upon the degrees in which they are interested. All University freshmen are required to take English 102a, b, c, so that every freshmen extension student can include this subject in his first group of courses and be sure that it will apply on his degree.

Extension students may enroll for several subjects at the same time just as students in residence do. Those interested in liberal arts course should take (in addition to English 102) History 103a, some courses in mathematics, and also some foreign language. Those who wish to earn credit on a vocational degree should take (in addition to English 102) two or three of the courses suggested below:

Agriculture: Poultry Production 112; Crops 103; Graphic Methods 101; Production Economics 103.

Business Administration: History 103a; Drawing 112; College Algebra 123; Mathematics of Finance 153; some modern language.

Education: Educational Principles 102; History 103a; Classroom Administration 103; Zoology 142; a course in mathematics.

Engineering: College Algebra 123; Drawing 112; Drawing 122; Trigonometry 133; Analytic Geometry 145.

Home Economics: Textiles 132; Introduction to Art 123.

Music: Elementary Harmony 112a and some modern language.

ACCOUNTING

203a. Accounting Principles. The theory and practice of double entry bookkeeping, illustrating the use of the fundamental books, the interpretation and classification of accounts, and the preparation and analysis of statements. 24 assignments. 3 semester hours. \$12.00

203b. Accounting Principles. A continuation of 203a. 24 assignments. 3 semester hours. \$12.00.

AGRICULTURAL ENGINEERING

101. Graphic Methods. A study of the principles of designing, constructing and interpreting charts, graphs, and diagrams. 8 assignments. 1 semester hour. \$4.00 (\$0.75)

AGRONOMY

103. Crops. A first course in American field crops; botanical relations and varietal characteristics; adaptation for use for feed, cash or soil improvement; values of lime, manures, fertilizers and rotations; areas and principles of production. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

353. Soil Fertility. A study of the fundamental principles involved in maintaining and increasing soil fertility and crop production. Prerequisite: Soils 215. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

ANIMAL INDUSTRY

112. Poultry Production. A study of the principles and practices involved in the management of the farm poultry flock. Special attention is given to the subject of breeding, brooding, housing, culling, marketing, and disease. The course is designed for those who are interested in approved practices in poultry production. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

ART

123. Introduction to Art. A study of the fundamental principles of art structure and their application to everyday use. This course is required of all candidates for a degree in Home Economics and also of those preparing to become teachers in Vocational Home Economics. 24 assignments. 3 semester hours. \$12.50 plus postage \$2.50 (\$1.00)

BACTERIOLOGY

313. Community Hygiene. A course designed to give students a practical and scientific knowledge of hygiene and sanitation, and the means of organizing communities for public health purposes. 24 assignments. 3 semester hours. \$12.50 (\$1.75)

BIBLE

103. Life and Literature in the Bible—Old Testament. A general introductory course covering the life and work of the outstanding characters, with a review of the various kinds of literature in the Old Testament. The study will be made with an introduction to the history of the Hebrews dating from the earliest Biblical records to the time of Christ. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

113. Life and Literature in the Bible—New Testament. Beginning of Christianity in the life and work of Jesus, as recorded in the Gospels. Especial attention will be given to the teachings of Jesus concerning God, Christ, man, and religion, the growth of Christianity under the leadership of Peter and Paul, and the expansion of Christianity through the life and letters of Paul. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

123. Teaching of Jesus. A survey of the New Testament documentary sources containing the sayings of Jesus, His methods of teaching, His assistants and the social process containing His teaching. Two main emphases dealing with the synoptic gospels and the Johannine literature. Both the historic and the experimental phases of His teaching are given due consideration. The practical application of Jesus' teaching is suggested in relation to personality, the Church, race, war, industry, government, and family life. 24 assignments. 3 semester hours. \$12.50 (\$1.75)

BOTANY

163. Survey of Botany. An elementary treatment of the fundamental principles and concepts of Botany with an illustrative study of representative plants from each of the major plant groups. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

262. History of Biology. A study of early Biologists, their work and their influence upon the biology of today. Designed to give the student the cultural rather than the technical aspects of the science. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

293. Economic Botany. This course is designed to give the student nontechnical knowledge of the cultural and economic phases of botany. Particular attention is given to the production, preparation, and handling of plant products. The influence of plants on man is emphasized. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

313. Genetics. This course is designed to give the student a non-technical introduction to the study of heredity in both plants and animals. The application of Mendel's laws is made from both the practical and cultural viewpoints. The relation of parents to the improvement of a race of plants or animals is considered. The final lessons are devoted to a consideration of eugenics. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$0.90)

333. Plant Geography. Designed to acquaint the student with the geographical distribution of plants, their relation to ecology and

to commercial botany. 24 assignments. 3 semester hours. \$12.50 (\$0.75)

CHEMISTRY

163. **Survey of Science (Chemistry).** The fundamental importance of chemistry in our modern life and some of the methods and thinking which have brought about the development of the science. Intended as a cultural course for non-technical students desiring a general knowledge of chemistry. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

333. **History of Chemistry.** The development of chemistry, intended to furnish a helpful basis for the study of the present day science. For advanced students. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

CIVIL ENGINEERING

100. **Materials for Portland Cement Concrete, Mortar and Plaster.** A study of materials used, proportioning, methods of mixing and finishing. No prerequisite. No college credit. 8 assignments. \$4.50 (\$1.00)

110. **Simple Concrete Work.** A study of materials, proportioning of materials, designing for strength, form building, placing and curing of concrete. No prerequisite. No college credit. 8 assignments. \$4.50 (\$1.00)

312. **Elementary Surveying.** General surveying to meet the needs of all engineering students; the care, use, and adjustment of tape, level compass, and transit; study of land surveying, public land surveys, areas and traverse calculations by latitude and departure methods. Required of all engineering students, except civil engineers. Prerequisite: Math. 133. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

315. **Strength of Materials.** Stresses and deformation of elastic bodies, temperature stresses, riveted joints, torsion of shafts, helical springs, stresses in beams and columns, eccentric loading, shears and moment diagrams, and deflections of beams. Required of all junior engineering students. Prerequisite: M. E. 305. 40 assignments. 5 semester hours. \$20.50 (\$1.00)

362. **Theory of Structures.** Calculation of reactions, shears, moments and stresses under fixed loads. Also graphic solutions of same problems. Corequisite: M. E. 305. 16 assignments. 2 semester hours. \$8.50

373. **Theory of Structures.** Calculation of maximum reactions, shears, moments and stress under moving loads. Influence lines and lateral loads are considered as well as deflection of trusses and solution of simple statically indeterminate trusses. Prerequisite: C. E. 362. 24 assignments. 3 semester hours. \$12.50

392. **Highways.** The location, design, construction and maintenance of gravel, sand, clay, broken stone, concrete, bituminous concrete, brick, and sheet asphalt pavement. Prerequisite: C. E. 212. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

383. **Hydraulics.** This course involves theory and practical problems in hydrostatics, hydrokinetics, and hydrodynamics with emphasis on the first two mentioned. Prerequisite: Mechanics. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

COMMERCIAL LAW

442. **Commercial Law.** The object of this course is to acquaint students with the fundamental principles of those legal topics which are most usually involved in business problems. It covers contracts, sales and bailments. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

452. **Commercial Law.** This is a continuation of Commercial Law 442. It deals with negotiable instruments, corporations and stockholders, principal and surety, property, deeds of conveyance, mortgages and the like. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

DRAWING

112. **Mechanical Drawing.** The selection and care of instruments, lettering, orthographic projection, working drawings, and house plans. No prerequisite. 16 assignments. 2 semester hours. \$8.00 (\$1.00)

122. **Descriptive Geometry.** Application of the principles of Geometry to Engineering Drawing; location of projections and solving of practical problems by graphic methods. Prerequisite: 112. 16 assignments. 2 semester hours. \$8.00 (\$0.75)

212. **Mechanical Drawing.** Lettering, parallel and angular perspective, isometric drawing, and technical sketching. Prerequisite: 112. 16 assignments. 2 semester hours. \$8.00 (\$1.00)

222. **Mechanical Drawing.** Detail working drawings, assembly drawings, wash drawings, and gear drawings. Prerequisite: 212. 16 assignments. 2 semester hours. \$8.00 (\$1.75)

ECONOMICS

203a. **Principles of Economics.** An introduction to the fundamental economic principles underlying the production, valuation, exchange, distribution, and consumption of economic goods. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

203b. **Principles of Economics.** A continuation of 203a. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

EDUCATIONAL ADMINISTRATION

102. Rural School Management. This course helps to solve the difficult problems of teachers in small rural schools. Among them are program making, the grouping and progress of children, their curriculum, health and play, the management of pupils and the teacher's relationships. Those desiring a course applicable to larger rural schools should choose 103 instead of this course. Credit is not allowed if 103 has been taken for credit. 16 assignments. 2 semester hours. \$8.50 (\$0.70)

103. Classroom Administration. This course deals with all aspects of a classroom teacher's work and with all duties and responsibilities except those directly connected with the teaching acts. Some problems have to do with opening and closing the term, classroom programs, pupil groups, the child's environment, his curriculum, health, conduct and play, school life activities, attendance and reports, and a teacher's social and professional duties. The emphasis is on best practices in rural as well as in city schools. Only one hour credit available to those who have taken 102 for credit. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

362. Junior High School Organization. Purposes of the junior high school organization; administration problems involved in initiating the movement, buildings, equipment, salaries, and program of study; such other specific problems as the faculty, curricula, individual differences, and related topics. 16 assignments. Prerequisite: Secondary Education 203. 2 semester hours. \$8.50 (\$1.75)

462. Public School Finance. A course designed to acquaint school principals, superintendents and others interested in the welfare of the public schools of the state with some of the more important financial problems confronting the schools. The course has two primary objectives. First, an effort is made to acquaint the student with some important principles involved in financing public education. Second, an attempt is made to supply the student with some current information concerning the financial position of the public elementary and secondary schools of the state of Arkansas. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

EDUCATIONAL PRINCIPLES

102. Introduction to Education. This course is the first in a sequence of courses commonly required of those preparing to teach. Its purpose is to familiarize students with the field of education so that they may know what is involved in teaching, what opportunities are available, and what society expects of teachers. In order to do this the course includes an overview of the educational system and extensive treatment of the teaching profession. 16 assignments. 2 semester hours. \$8.50 (\$0.90)

201. School and Community Relationships. The aim of this course is to give the pre-service teacher or the in-service teacher a

better understanding of the aims and purposes of the public school system, its function in society, the relationship between the home, school and community, the need of greater cooperation among these educational agencies, and how such cooperation may be secured. Since the National Congress of Parents and Teachers was established for these purposes, a study of its aims, functions and organization is included as a part of the course. 8 assignments. 1 semester hour. \$4.50

ELEMENTARY EDUCATION

101. Refresher Course in School Administration and Management. This course is intended for students who have had little or no work in college. Those who have taken Educational Administration 102 or 103 should not enroll for this course. 8 assignments. 1 semester hour. \$4.50 (\$1.00)

111. Refresher Course in Basic Subjects. Designed for students with little or no preparation for teaching or for those who have been out of teaching for some time. 8 assignments. 1 semester hour. \$4.50 (\$1.00)

121. Refresher Course in Special Subjects. Designed for students with little or no preparation for teaching or for those who have been out of teaching for some time. 8 assignments. 1 semester hour. \$4.50 (\$1.00)

203. Technique of Teaching in Elementary Schools. A course in general methods of teaching in the elementary grades. It is based on a detailed study of various types of learning and of teaching procedures adapted to learning materials and child nature. Careful attention is given to principles for guidance in making the teaching-learning process effective. Prerequisite or corequisite: a course in psychology. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

232. Methods in Reading and the Language Arts. Materials and methods of teaching reading, composition, spelling, and penmanship. Prerequisite: Educational Administration 103. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

253. Psychology of Elementary School Subjects. The psychological processes involved in the learning of reading, writing, arithmetic, history, and geography. The laws of habit formation applied in arranging the material. Prerequisite: Psychology 203. 24 assignments. 3 semester hours. \$12.50 (\$0.65)

272. Children's Literature. A course in Juvenile Literature is required of all candidates for an Elementary Teacher's Certificate in Arkansas. This is a content course with emphasis on enrichment. It is both cultural and informational. 16 assignments. 2 semester hours. \$8.50 (\$1.75)

303. Elementary Tests and Measurements. Standard tests and scales for the measuring of educational attainments in the elementary schools. Practice in applying tests in oral and silent reading, penmanship, arithmetic, and spelling. Prerequisites: Classroom Adminis-

tration and Technique of Teaching. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

See also courses 102, 103, and other courses in Educational Administration.

SECONDARY EDUCATION

203. Principles of Secondary Education. An introductory course for students who wish to become classroom teachers of secondary schools. Historical development of secondary education in America and in Europe; educational reorganization on the secondary school level; nature of the high school pupil and the high school population; aims, functions, and curricula of the modern secondary school. 24 assignments. 3 semester hours. \$12.50 (\$1.60)

303. Principles of Secondary Education. An alternative course for 203 above, with a little more extensive treatment of the same topics. 24 assignments. 3 semester hours. \$12.50 (\$1.60)

313. Technique of Teaching (Secondary). This course deals with the problems of skillful teaching in the high school. It considers modern methods of teaching common to all secondary school subjects. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

352S. Science Teaching in the High School. A critical presentation of the aims, textbooks, methods and laboratory procedures used in science teaching. Prerequisite: 203, 313, Psychology 203, and 15 hours of science. 16 assignments. 2 semester hours. \$8.50 (\$0.65)

352H. Teaching the Social Studies. A course designed to present the best methods of teaching history and the other social sciences in the high school. Prerequisites: 203, 313, Psychology 103 or 203, and 15 hours in social science. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

352M. Teaching of Mathematics. Junior and senior high school mathematics; educational value; methods of teaching; order and importance of topics; textbooks and literature. Prerequisites: 203, 313, Psychology 103 or 203, and Mathematics 113, 123, and 133. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

373. Secondary Tests and Measurements. A survey of the available high school tests; technique of giving, scoring, tabulating and interpreting results. Each student in the course will be expected to give some of the tests more generally used in high schools. Prerequisite: Technique of Teaching. 24 assignments. 3 semester hours. \$12.50 (\$3.00)

352E. Teaching of English in Senior High School. The aims, methods, and results of teaching English in high schools. Prerequisites: 203, 313, Psychology 103 or 203, and two years of English. 16 assignments. 2 semester hours. \$8.50 (\$1.50)

462. Extra-Curricular Activities in Secondary Schools. General aims and the contribution that various extra-curricula activities may make toward these general aims; organization and administration of

such activities as home rooms, assemblies, student councils, school publications, athletics, school finances, and other similar activities. Prerequisites: 303 and 313. 16 assignments. 2 semester hours. \$8.50 (\$1.60)

See also course 102 in Educational Principles and course 362 and other courses in Educational Administration.

ELECTRICAL ENGINEERING.

212. **Principles of Electrical Engineering.** Direct current and magnetic circuits. Instruments. This course, as well as E. E. 213, is prerequisite to the junior work in Electrical Engineering. Both courses are required of all sophomore electrical engineering students. Prerequisites: Mathematics 123 and 133. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

213. **Principles of Electrical Engineering.** Elements of alternating current circuits and elements of direct and alternating current machines. Prerequisite: E. E. 212. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

243. **Elements of Communication Engineering.** The purpose of this course is to impart an understanding of the fundamental principles of radio communication. A survey is made of the important principles of electricity, vacuum tubes, and radio circuits. The course is actually a first year course in radio, and it qualifies the student for technical and semi-technical positions in the radio field. It also qualifies the student to pursue the regular second year course in radio. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

362. **Illuminating Engineering.** Fundamental principles of illuminants and illumination, electric light wiring, systems of illumination calculations. Prerequisites: E. E. 212 and 213. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

ENGLISH

102a. **Composition.** This is the regular freshman composition course. The purpose is to give training in accurate and effective writing. Study of textbooks in rhetoric and in literature. 16 assignments. 2 semester hours. \$8.50 (\$1.60)

102b. **Composition.** A continuation of 102a. Prerequisite: 102a. 16 assignments. 2 semester hours. \$8.50 (\$1.60)

102c. **Composition.** A continuation of 102b. Prerequisite: 102b. 16 assignments. 2 semester hours. \$8.50 (\$1.60)

202a. **Composition.** This course is designed to give those in business, or who plan to enter that field, training in the fundamentals of composition and business writing. 16 assignments. 2 semester hours. \$8.50 (\$0.75)

202b. **Composition.** This course is a continuation of 202a, more advanced in nature, with the emphasis upon the business letter. 16 assignments. 2 semester hours. \$8.50 (\$1.60)

233a. English Literature in Outline. The life and literature of the English people from Anglo-Saxon times to the close of the nineteenth century. Study of the works of representative authors, reports, and critical essays. The sophomore course. Prerequisite: 102. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

233b. English Literature in Outline. A continuation of 233a. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

232. English Composition. Technical writing with some study of scientific and technical articles of various kinds. Open to students in the Colleges of Agriculture and Engineering and to geology majors in the College of Arts and Sciences. Prerequisite: 102. 16 assignments. 2 semester hours. \$8.50 (\$0.40)

373. The Romantic Poets. Wordsworth, Coleridge, Byron, Shelley, Keats, and Scott. Prerequisite: 233 and Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

383. The Romantic Movement. This course is the logical sequence of English 373 but it may be taken separately and independently. It covers the lives and works of Byron, Shelley, Keats, Hazlitt, DeQuincey and certain other minor writers of the Romantic period. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

453. The Drama in England from 1580 to 1642. The Elizabethan dramatists, exclusive of Shakespeare. Prerequisite: 233. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

493. Anglo-Saxon. Grammar and readings in West Saxon prose. Prerequisite: 233. 24 assignment. 3 semester hours. \$12.50 (\$1.25)

542. American Literature. The chronological study of American literature from 1607 through the New England writers of the nineteenth century. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$2.00)

552. American Literature. This course begins with the work of the nineteenth century ante-bellum Southern writers and goes to 1900. It includes all mid-nineteenth century writers except the New England group. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$2.00)

562. American Literature. Covers the period from 1900 to the present. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$2.00)

FRENCH

103a. Elementary French. Grammar and composition. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.65)

103b. Elementary French. A continuation of 103a. Reading a French play. Prerequisite: 103a or one high school unit. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.90)

203a. Intermediate French. Composition, syntax, reading of representative works of modern French authors. Prerequisite: Ele-

mentary French or two high school units. 24 assignments. 3 semester hours' credit. \$12.50 (\$1.00)

203b. **Intermediate French.** A continuation of 203a. Optional prerequisite: Three high school units. 24 assignments. 3 semester hours' credit. \$12.50 (\$1.00)

333a. **Advanced French Composition.** Grammar, review, and written composition. Prerequisite: French 103 and 203. 24 assignments. 3 semester hours. \$12.50 (\$0.65)

333b. **Advanced French Composition.** A continuation of 333a. 24 assignments. 3 semester hours. \$12.50 (\$0.75)

GEOGRAPHY

112. **Human Geography.** The influence of physical factors in the environment on man and his activities. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

122. **Human Geography.** The influence of economic factors as related to geography. Foods, raw materials, fuels, commerce and regional geography receive attention. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

GEOLOGY

102. **Principles of Geography.** This course covers essentially the first half of that designated in the University of Arkansas Catalog as Geology 104a. The course has for its chief aim the recognition of the fact that since the earth is the home of man, any discussion of man's distribution over the earth's land surface and of his various activities and accomplishments is rooted in the physical and biological features of the earth itself and in its relations to the solar system of which it is a part. 16 assignments. 2 semester hours. \$8.50 (\$1.75)

GERMAN

103a. **Elementary German.** Grammar, composition, and reading of easy texts. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.65)

103b. **Elementary German.** A continuation of 103a. Prerequisite: 103a or one high school unit. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.65)

203a. **Modern German Prose.** Selections from nineteenth century authors. Composition based on texts read. Prerequisite: Elementary German or two high school units. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.60)

203b. **Modern German Prose.** A continuation of 203a. Optional prerequisite: Three high school units. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.40)

212a. **German Composition.** A thorough review of grammar and work in composition. Prerequisite: Elementary German or two high school units. 16 assignments. 2 semester hours. \$8.50 (\$0.60)

212b. **German Composition.** A continuation of 212a. 16 assignments. 2 semester hours. \$8.50 (\$0.60)

1923-1963

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HEALTH

Zoology 142 is designed to meet the requirements of the State Board of Education for a course in Health.

HISTORY

103a. Introduction to Modern and Contemporary Civilization. The chief content of this course is history since 1500 with more emphasis on the period since 1815. Economic, cultural, and political developments are discussed to help the student understand the civilization of today. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

103b. Introduction to Modern and Contemporary Civilization. A continuation of 103a. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

203a. History of the United States to 1865. A survey of the development of the American nation, beginning with discovery and early settlements, carrying through the Revolution, the westward movement, and the Civil War. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

203b. History of the United States Since 1865. A continuation of 203a. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

213a. History of England to 1763. A general course treating of the political, religious, literary, and economic activities of the English people. The origin and growth of the more important institutions, such as kingship, parliament, courts, and the church; the struggle for democratic government, especially the great reforms of the nineteenth and twentieth centuries, and the movement for social betterment. A brief survey of the British Empire. Not open to freshmen. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

213b. History of England, 1763-1939. A continuation of 213a. 24 assignments. 3 semester hours. \$12.50 (\$1.40)

232. History of Rome. The history and institutions of the Romans. Not open to freshmen. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

323. The French Revolution and Napoleon. A study of the political, social, and economic conditions of pre-revolutionary Europe; the rise of public opinion and its expression in the French Revolution; and of the chief events and movements of the Napoleonic period, with special reference to their effects on Europe. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.75)

472. Latin America. An introduction to the history of the region south of the United States, covering the geographical influences, the Indian civilizations, the discoveries and conquest by white man, the colonial period and wars for liberation, the formation and development of the twenty republics, with the problems they have faced and face now. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

482. Latin America and the United States. A careful examination of the relationship between the United States and the repub-

lics south, including a study of the Monroe Doctrine and the Good Neighbor policy, trade relations, political and cultural contracts, co-operation during war and the outlook for the future. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

(Although courses 472 and 482 form a natural sequence, they are independent courses and may be taken separately.)

343. Near East. A study of the rise and decline of Turkey; the development of international rivalries in the Near East; the rise of the Balkan States; the revolution in Turkey; the Balkan Wars; the Great War in the Near East; and the rebirth of Turkey. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.50)

353. Far East. An account of the more significant internal developments in the countries of Eastern Asia. Special emphasis placed on the international relations of China and Japan, one with the other, and with European nations and the United States. Prerequisites: 6 hours of history and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.10)

363. American Diplomacy. This course covers the entire period since 1776, with special attention to relations with Great Britain and to the Monroe Doctrine, Latin America and Asiatic problems, the Great War and the peace movement. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

373. Europe Since 1870. A study of the diplomatic background of the world war; the peace conference and post-war problems. Prerequisites: 6 hours of history and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.25)

383. Recent Russia. A brief consideration of tsarist rule; development of currents of thought and social movements leading to the revolution of 1917 and the Bolshevik regime. Prerequisites: 6 hours of history and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

HOME ECONOMICS

132. Textiles. A study of the selection of textiles for household and personal use, and of the sources and manufacture of the different textiles. Practice is given in the identification of fibers, analysis of fabrics, and in the methods of cleaning and renovating textiles, e. g., laundering, dry cleaning, and dyeing. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

253. Nutrition and Health. The aim of this course is to give the student a comprehensive survey of the knowledge of the vitamins, mineral elements, ferments, ductless glands and hormones from the standpoint of human relations and applications. The information contained in each lesson is beneficial to anyone interested in the relation of diet to health. Assignments in this course serve as a lucid guide to the application of modern medical discoveries to hygienic living. 24 assignments. 3 semester hours. \$12.50 (\$0.75)

352. Home and Society. This course includes a study of the history of the family; the growth of the family as an institution; and the status of the family in the new social and economic order. Attention is given to modern problems that affect the home. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

392. Home Organization and Management. A study of the principles underlying the organization and efficient management of an average American home. 16 assignments. 2 semester hours. \$8.50 (\$1.50)

In addition to the above courses nineteen hours of electives may be taken by correspondence with the consent of the head of the Department of Home Economics.

HORTICULTURE

213. Vegetable Crops. A general course in vegetable production for home and market, with attention to the ecology of vegetable crop plants, economic and dietetic value of vegetables, and the principles of cultural practices. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

ITALIAN

103a. Elementary Italian. Grammar, composition and diction. 24 assignments. 3 semester hours. \$12.50 (\$0.60)

103b. Elementary Italian. Grammar, composition and diction. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

JOURNALISM

203a. News Writing. Intended for students who expects to make journalism their profession, and for those who desire some training in newspaper methods. Methods of gathering news, news value, various forms of news writing. Prerequisite: English 102a, b, c. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

203b. News Writing. A continuation of 203a. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

312a. Magazine Article Writing. Analysis of published articles and markets; study of technique—obtaining material, organizing material, preparing attractive titles and beginnings, devices to present material in an interesting fashion, “slanting” the articles, writing articles of various specialized types. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

312b. Magazine Article Writing. A continuation of 312a. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

LATIN

114a. Elementary Latin. Grammar and exercises, Caesar, four books. To meet the needs of students in the sciences, and to lay a foundation for those students who intend to continue Latin or the

modern languages. 32 assignments. 4 semester hours' credit or one high school unit. \$16.50 (\$0.50)

114b. **Elementary Latin.** A continuation of 114a. 32 assignments. 4 semester hours' credit or one high school unit. \$16.50 (\$0.60)

133a. **Cicero's Speeches and Letters.** Six speeches and selections from the letters; a review of forms and syntax; introduction to the use of good English in translation. For students who offer two units of Latin for entrance. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.60)

133b. **Cicero's Speeches and Letters.** A continuation of 133a. 24 assignments. 3 semester hours' credit. \$12.50 (\$0.60)

203a. **Virgil's Aeneid.** Due attention is given to form, syntax, and prosody, but the chief aim is an appreciation of the poem as literature. For students who offer three units of Latin for entrance. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

203b. **Virgil's Aeneid.** A continuation of 203a. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

213a. **Cicero and Livy.** Prerequisite: 203 or 4 high school units. 24 assignments. 3 semester hours. \$12.50 (\$0.85)

213b. **Terence and Plautus.** Prerequisite: 203 or 4 high school units. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

LAW

See Courses in Commercial Law.

MANAGEMENT AND MARKETING

343. **Principles of Marketing.** This course is a descriptive and analytical introduction to the field of marketing or distribution. It furnishes a basis for the more specialized marketing courses such as Retail Store Management. Prerequisite: Economics 203. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

353. **Principles of Advertising.** Place of advertising in business; kinds of advertising; factors governing the preparation of effective advertisements; research, typography, copy and layout techniques; evaluation and selection of media; advertising budgets and campaigns; measuring the effectiveness of advertising. Prerequisite: Economics 203. 24 assignments. 3 semester hours. \$12.50 (\$2.50)

373. **Distributive Education.** A course designed for present and prospective teachers or coordinators in business education. Flexibility in the course content provides for including topics of current importance and individual student needs. Prerequisite for college credit: junior standing or affiliation with the vocational program. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

393. **Consumer Economics.** Designed to give consumers and retail store personnel a better understanding of their mutual interests. Prerequisite: Economics 203. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

433. Industrial Management. Management as a business force; the science of management; organization and control; manufacturing processes, location, arrangement, and equipment of industrial plants; work analysis, time and motion studies; training methods; control of labor, production, materials and costs; industrial safety; morale and supervision; employee participation in management. Prerequisite: Economics 203. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

493. Retail Store Management. Covers the fundamentals that make for success in retail merchandising. Prerequisite: Marketing 343. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

MATHEMATICS

103. Solid Geometry. A college course in solid geometry intended for students who offer only one unit of geometry for entrance. 24 assignments. 3 semester hours. \$12.50 (\$0.60)

113. Introductory College Algebra. A collegiate treatment of advanced high school algebra, designed for students who have completed one unit in high school algebra. This course may be counted as credit toward any degree except Engineering. Students in the College of Engineering may use it to remove entrance deficiencies. 24 assignments. 3 semester hours. \$12.50 (\$0.70)

123. College Algebra. This is the regular freshman course in algebra and is based upon one and one-half units of high school algebra. Students who have only one unit in algebra should enroll for course 113 and then follow this with 123. 24 assignments. 3 semester hours. \$12.50 (\$0.70)

133. Plane Trigonometry. This is the regular freshman course in trigonometry and is open to all who have completed college algebra. 24 assignments. 3 semester hours. \$12.50 (\$0.70)

145. Analytic Geometry. This course is required of all engineering students and may be used as an elective by others. It is open to those who have completed college algebra and plane geometry. 40 assignments. 5 semester hours. \$20.50 (\$0.75)

153. Mathematics of Finance. Planned to fit the needs of students in Business Administration. Prerequisite: 123. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

214a. Differential and Integral Calculus. The first half of the regular sophomore course. Prerequisite: Analytic Geometry. 32 assignments. 4 semester hours. \$16.50 (\$0.90)

214b. Differential and Integral Calculus. The last half of the regular sophomore course. 32 assignments. 4 semester hours. \$16.50 (\$0.90)

303. Theory of Equations. Prerequisite: 214. 24 assignments. 3 semester hours. \$12.50 (\$0.60)

313. History of Mathematics. A general view of the development of the elementary branches of mathematics and a brief survey of the growth of higher mathematics in the eighteenth and nineteenth

centuries. Prerequisite: 214. 24 assignments. 3 semester hours. \$12.50 (\$3.00)

343. **Differential Equations.** An introductory course in the more common ordinary differential equations with applications to geometry, physics, and engineering. Prerequisite: Differential and Integral Calculus 214. 24 assignments. 3 semester hours. \$12.50 (\$0.65)

MECHANICAL ENGINEERING

305. **Mechanics.** Forces in equilibrium, centroid, center of gravity, moment of inertia of areas and masses, friction belt and brake, work energy and power. Required of all engineering students. Prerequisite: Math. 214, and consent of the instructor. 40 assignments. 5 semester hours. \$20.50 (\$1.35)

323-333. **Thermodynamics.** Fundamental principles underlying operation and design of all heat power machinery. Thermodynamics processes, gas and vapor cycles and their applications to steam engines, and turbines, internal combustion engines, air compressors and refrigeration machinery. Prerequisite: Mathematics 214 and consent of the instructor. Each course 24 assignments. 3 semester hours. \$12.50 (\$1.35)

MUSIC

122a. **Elementary Harmony.** Designed to develop practical skill in the harmonization of melodies, the course covering the whole of diatonic technic (excludes chromaticism) with due attention to modulation. Prerequisite: A knowledge of notation. 16 assignments. 2 semester hours. \$8.00 (\$0.40)

122b. **Elementary Harmony.** A continuation of 122a. 16 assignments. 2 semester hours. \$8.00 (\$0.40)

212a. **Advanced Harmony.** This course completes the study of harmony, centers around chromaticism and is based specifically on the procedure of the great composers. Prerequisite: A study of elementary harmony. 16 assignments. 2 semester hours. \$8.00 (\$0.40)

212b. **Advanced Harmony.** A continuation of 212a. 16 assignments. 2 semester hours. \$8.00 (\$0.40)

222a. **History of Music.** Prepared for anyone interested in the development of the Art of Music, requiring no previous musical study and covering the period from the earliest times to 1760—the growth of the art from primitive beginnings to evidences of maturity. 16 assignments. 2 semester hours. \$8.50 (\$1.35)

222b. **History of Music.** Though no previous music study is required, the above-mentioned course, 222a, is advised, since 222b deals with the maturity of the art, being virtually a study of the great composers from Haydn to the present day. 16 assignments. 2 semester hours. \$8.50 (\$1.35)

322a. **Strict Counterpoint.** This course is designed to develop the skill of melody weaving only in so far as it was done for unaccom-

panied voices in the Sixteenth Century. Essential to any University Degree in Music and for the Guild of Organists examinations and those for Trinity College of Music Diplomas. 16 assignments. 2 semester hours. \$8.50 (\$0.35)

322b. **Free Counterpoint.** This course is prepared to develop skill in instrumental melody weaving, based upon the technic of J. S. Bach and not to be undertaken without 322a as a prerequisite. Necessary for all University Degrees and Guild of Organists and Trinity College Diplomas. 16 assignments. 2 semester hours. \$8.50 (\$0.35)

NATURE STUDY AND CONSERVATION

102. **Nature Study.** This course prepares any person who is interested in living things with a background for a better understanding of them. It is presented so that teachers will have sufficient information and basic material upon which to offer a teaching program in Nature Study in the public school. The course, if properly studied, will provide the necessary background for many classroom demonstrations and field projects. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

302. **Conservation of Natural Resources.** Conservation of soils, minerals, water, and power resources of the United States. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

312. **Conservation of Natural Resources.** Conservation of forests and wild life in the United States. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

PHILOSOPHY

203. **Ethics.** An analysis of the origin of morals, of typical theories, and of current moral problems. Prerequisite: sophomore standing. 24 assignments. 3 semester hours. \$12.50 (\$0.75)

213. **Logic.** The application of logic to the practical problems of everyday life. It includes an analysis of inductive and deductive reasoning, of the nature of hypotheses, verification, scientific method, etc. Prerequisite: sophomore standing. 24 assignments. 3 semesters hours. \$12.50 (\$0.90)

223. **Introduction of Philosophy.** A survey course in which the main fields of philosophy are mapped out, the permanent problems indicated, and the chief methods employed in their solution discussed. Not open to freshmen. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

252. **Social Ethics.** This course takes up the ethical relationship of the individual to our social institutions, such as the family, the state, capital, labor, city, country, liberty, and democracy. Prerequisite: sophomore standing. 16 assignments. 2 semester hours. \$8.50 (\$0.60)

303. **History of Greek Philosophy.** A survey of the history of philosophy from Thales to the Middle Ages. The relation of philos-

ophy to Greek life as a whole, and an introduction to the more important systems of Plato and Aristotle. Prerequisites: junior standing and consent of the instructor. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

313. **History of Modern Philosophy.** From Bacon through Kant. The relation of modern systems to scientific, literary, political, and social movements. Prerequisites: junior standing and consent of the instructor. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

573. **Introduction to Hume.** Prerequisites: junior standing and consent of the instructor. 24 assignments. 3 semester hours. \$12.50

583. **Introduction to Kant.** Prerequisites: junior standing and consent of the instructor. 24 assignments. 3 semester hours. \$12.50

PHYSICAL EDUCATION

292. **Methods and Materials of Physical Education for Elementary Schools.** For teachers and those preparing to supervise or assist in school and community physical education and recreation programs. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

342. **Administration of Physical Education and Athletics.** The purposes of this course are to acquaint the student with the best practices and methods and to show him how the principles and theories may be applied to Arkansas schools. 16 assignments. 2 semester hours. \$8.50 (\$1.10)

PLANT PATHOLOGY

122. **Diseases of Garden, Orchard and Field Crops.** Studies of plant diseases, particularly those of food crops; their causes, symptoms, effects and means of spread; principles of plant disease control. A non-laboratory course designed especially to provide a background for practical disease control around the home and on the farm. 16 assignments. 2 semester hours. \$8.50 (\$1.00) Students in the College of Agriculture should not register for this course without consent of their advisers.

POLITICAL SCIENCE

202. **American National Government.** A foundation course for more advanced work in government. The organization and problems of our national government and the work of co-ordinate branches, with emphasis upon the work of administration. Prerequisite: sophomore standing. 16 assignments. 2 semester hours. \$8.50 (\$2.10)

212. **American State and Local Governments.** A brief review of the constitutional development, structure, operations and contemporary problems of American state, county and municipal government, with emphasis on administration. A foundation course for more advanced work in administration and municipal government. Prerequisite: sophomore standing. 16 assignments. 2 semester hours. \$8.50 (\$2.25)

PSYCHOLOGY

103. Elementary Educational Psychology. An introduction to the field of psychology dealing with the simpler aspects of mental life, designed to ground the student in the fundamentals of the subject. This course is intended only for persons who are preparing to be elementary teachers and may be used for credit toward a degree in the elementary curriculum of the College of Education. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

203. General Psychology. A course in the fundamentals of mental life and behavior. This course is planned to give the student a thorough acquaintance with the facts of the mind from the modern, experimental point of view. Prerequisite: sophomore standing. 24 assignments. 3 semester hours. \$12.50 (\$1.00).

213. Applied Psychology. A survey of the psychological principles and methods which are most significant for the practical control of human behavior. The fundamental factors conditioning human efficiency, psychological methods of vocational selection, and the psychological factors in advertising, selling, and industrial management. Prerequisite: Psychology 103 or 203. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

222. Psychology of Adolescence. The important changes and development of the individual during the adolescent years. Of interest to those dealing with boys and girls of high school age. Prerequisite: Psychology 103 or 203. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

233. Child Psychology. A study of the development of the child from birth to adolescence. The influence of the development during these early years upon the development and acquisition of adult patterns of behavior is considered. Prerequisite: Psychology 103 or 203. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

242. Educational Psychology. A consideration of topics of psychological importance to the teacher. This course is designed primarily for license renewal. Credit not allowed if 333 is taken. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

333. Educational Psychology. A consideration of topics of psychological importance to the teacher. Credit not allowed if 242 has been taken. Prerequisite: Psychology 103 or 203. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

303. Psychology of the Abnormal. A study of the most frequent abnormalities of personality, with special reference to their significance for normal personality. In addition to the psychoneuroses and psychoses, such special topics as sleep, dreams, suggestions, and hypnosis will be considered. Prerequisites: 103 or 203 and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

313. Social Psychology. A study of public opinion, custom, imitation, psychology of leadership, conflict, discussion, and group behavior. Gives an insight into contemporary social problems. Pre-

requisite: Psychology 103 or 203. 24 assignments. 3 semester hours. \$12.50 (\$2.00)

PUBLIC SPEAKING

203. **Principles of Effective Speaking.** Speech composition; delivery. Primary consideration is given to speech composition, including analysis of the general purposes and the arrangement of materials to attain these ends. Short original speeches on selected topics. Prerequisite: English 102. 24 assignments. 3 semester hours. \$12.50 (\$0.70)

222. **Public Discussion and Debate.** The principles of argumentation and group discussion; construction of arguments; adaptation to audiences; and rebuttals. Prerequisite: 203. 16 assignments. 2 semester hours. \$8.50 (\$0.65)

RURAL ECONOMICS AND SOCIOLOGY

103. **Production Economics.** This course is comparable to the course offered in Rural Economics and Sociology in the spring semester as a required course for freshmen in the College of Agriculture. The purpose of this course is to provide a background in the nature of production, reason for selection of particular enterprises on farms, and a brief analysis of the methods of determining the cost of production so that adjustment might be made to correct maladjustments in production. 24 assignments. 3 semester hours. \$12.50 (\$1.35)

112. **Foundation of Rural Social Life.** The development of social institutions, civilization, and humanity; the farmers' relationship to these social processes; the adjustment of rural life conditions to these processes so as to achieve the greatest amount of social well-being. Special attention will be given to the problems of this state. 16 assignments. 2 semester hours. \$8.50 (\$1.75)

303. **Farm Management.** General economic principles applied to the business of farming. This course treats of choosing and acquiring land, livestock, and farm equipment and developing a cropping system; of management for efficient use of the factors of production; of analyzing farm businesses to discover methods of combining farm enterprises so as to obtain the greatest net returns. Prerequisite: junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

392. **Farm Prices.** A study of the factors which combine to make prices; trends in prices of farm products; and relation of agricultural production and prices. It shows how to obtain price information, how to analyze it, and how to interpret and profitably use available price data. Prerequisite: junior standing. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

373. **Principles of Agricultural Economics.** This course deals with the principles of economics as applied to the business of farming. Topic for study will include types of farming, efficiency in organization and management, selection of farm enterprises, propor-

tioning the factors of production, land tenure, prices, credit, taxation, marketing, and agricultural legislation. 24 assignments. 3 semester hours. \$12.50 (\$1.60)

323. **Rural Sociology.** A study of rural society; the development and interrelation of rural institutions, farm organizations and rural leadership; the effect of public policies upon rural institutions and agencies; the relation of the standard of living of the group to the individual; types of communities and principles of community development; some effects of changes in material culture upon social organization. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

343. **Community Organization.** This course is intended primarily for teachers, extension agents, welfare workers and other persons engaged in work with rural people. It deals with the organization of local groups and activities and with the organization of the community as an effective functioning unit. It analyzes the natural organization of the community and the techniques by which this organization can be shaped to handle community problems more effectively. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.10)

352. **Rural Family Life.** The sudden transfer of the rural family from the farm to the city, together with the growth of new ideas, has caused changes, confusion and failure in family life. The aim of this course is to make available interesting information relating to our most important social institution—the family. Prerequisite: Junior standing. 16 assignments. 2 semester hours. \$8.50 (\$2.00)

433. **Marketing Agricultural Products.** This course aims to cover the fundamental principles of market distribution as applied to the marketing of staple and perishable agricultural products. Topics: relation of marketing to production; marketing agencies; recent trend in marketing practices; relation of market prices to production and quality of product; cooperation in relation to marketing. Particular attention will be given to the marketing of Arkansas products. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$2.25)

453. **Land Use Planning.** This course presents "land" from the standpoint of economics and shows the relation of natural environment and other factors to land use in both urban and rural situations. Taxation and tax delinquency are discussed. The purpose, basis, and some of the methods of land planning are analyzed. The growing popular interest and new federal and state laws bearing on land planning make this an appropriate introductory course for students interested in land use planning. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

SHORTHAND

103a. **Shorthand.** This course covers the theory of Gregg shorthand. No college credit is allowed if shorthand was taken for credit in high school. 24 assignments. 3 semester hours. \$12.50 (\$0.80)

103b. **Shorthand.** A continuation of 103a. 24 assignments. 3 semester hours. \$12.50 (\$0.80)

SOCIAL WELFARE

313. **Introduction to Social Work.** This is a survey course intended to give a background in Social Welfare. It deals with the various spheres in which social work has been found most useful, including such subjects as family welfare, dependent, neglected and delinquent children, adult delinquency, mental disease, health, group work, and community organization. Prerequisite: junior standing or experience in social work. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

323. **Juvenile Delinquency.** The nature, causes, extent, and methods of treatment of juvenile delinquency, including the courts, probation, parole, and institutions. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

382. **Public Employment Service.** This course deals with the organization and administration of the employment service, including the state and local offices, personnel advisory councils, reports and statistics. It is designed to give an idea of the work of an employment office. 16 assignments. 2 semester hours. \$8.50 (\$1.25)

SOCIOLOGY

303. **Principles of Sociology.** The study of man in his group relationships. The family, industry, religion, education, recreation, etc. Origin and development. Social ideals and objectives and methods of improvement. Prerequisite: Junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

323. **Problems of Social Adjustment.** Poverty and dependency, family disorganizations, unemployment, crime and mental derangement. The various causes, social and economic, mental and physical, with methods and plans for amelioration, rehabilitation and prevention. Prerequisite: Sociology 303. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

343. **Criminology.** The extent, cost, and causes of crime, methods of punishment, methods of prevention, history of development. Prerequisite: Sociology 303. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

423. **Population Problems.** The growth of population in general and in the United States. Composition and distribution; race, age, sex, and so forth. Changes from rural to urban life. Ancient and modern doctrines of population. Birth and death rates. Present and future trends. Expanding populations as a cause of war and world disturbance. Prerequisite: Sociology 303. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

SPANISH

104a. Elementary Spanish. Grammar, composition and reading of easy texts. 32 assignments. 4 semester hours' credit or one high school unit. \$16.50 (\$0.50)

104b. Elementary Spanish. A continuation of 104a. Prerequisite: 104a or one high school unit. 32 assignments. 4 semester hours' credit or one high school unit. \$16.50 (\$0.75)

203a. Intermediate Spanish. Syntax, composition, reading of representative works. Prerequisites: Elementary Spanish or two high school units. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

203b. Intermediate Spanish. A continuation of 203a. Optional prerequisite: Three high school units. 24 assignments. 3 semester hours. \$12.50 (\$1.00)

ZOOLOGY

142. Fundamentals of Health. A study of the general principles of personal hygiene and the promotion of health. 16 assignments. 2 semester hours. \$8.50 (\$1.00)

303. Animal Ecology. The relationship between the animal and its environment. Prerequisites: Zoology 104 and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.25)

363. Parasitology. The parasites of man and their effects upon his health and welfare. Prerequisites: Zoology 104 and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$1.50)

383. Human Physiology. A study of the functions of the human body in health and disease. Prerequisites: Zoology 104 and junior standing. 24 assignments. 3 semester hours. \$12.50 (\$0.65)

COURSES FOR HIGH SCHOOL STUDENTS

The following courses are available for high school students. The figure preceding each course indicates the grade for which the course is intended. Students who expect to use correspondence credits toward graduation from high school must secure the approval of the Superintendent or Principal of the school to which the credit is to be transferred. All courses offered may be used for entrance credit at the University.

Either of the following methods may be used in high school correspondence study: First, individual study for students who work unsupervised and second, supervised correspondence study for classes or groups who work under the supervision of a faculty sponsor. All courses must be terminated by an examination under the Superintendent or Principal of the high school in which the credit is to be used.

High school texts are not available on a rental basis.

9a. **English Grammar.** This course covers the material usually prescribed for the first half of ninth grade English. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9b. **English Grammar.** A continuation of 9a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9a. **Beginner's Course in Algebra.** This course corresponds to the work of the first half year of algebra in high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9b. **Beginner's Course in Algebra.** This course corresponds to the work of the second half of the regular course in algebra as offered in high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9a. **Commercial Geography.** Commercial geography with emphasis on the air age. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

9b. **Commercial Geography.** A continuation of 9a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10a. **Rhetoric.** This is the course usually offered in the first half of the tenth grade of high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10b. **Rhetoric.** A continuation of 10a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10a. **World History.** A general survey of the more important movements in history. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10b. **World History.** A continuation of 10a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10a. **Plane Geometry.** This course corresponds to the first half of the regular course in plane geometry as offered in high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

10b. **Plane Geometry.** This course corresponds to the second half of the regular course in plane geometry as offered in high school. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **American Literature.** An elementary reading course intended for eleventh grade high school students who have not studied American literature. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **American Literature.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **United States History.** Designed to meet the needs of students who wish to make up an entrance unit or prepare for teachers' examination, and to give a closer acquaintance with our country's history as a basis for a better understanding of the political and social questions of today. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **United States History.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11. **Solid Geometry.** This is the regular high school course. Prerequisite: Plane geometry. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **Advanced Algebra.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **Advanced Algebra.** A continuation of 11a. Introduction to trigonometry and pre-flight aeronautics. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **Physiology and Hygiene.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **Physiology and Hygiene.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **Bookkeeping.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11b. **Bookkeeping.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

11a. **Typewriting.** This course in typewriting was planned with two types of students in mind: First, for those who desire the ability to operate a typewriter for personal use; second, for those who expect to do office work in the future. The first part of the course gives the basic skill necessary to use a typewriter and the second part covers the elementary work in letter writing, etc. $\frac{1}{2}$ entrance credit. 24 assignments. \$8.00.

11b. **Typewriting.** A continuation of 11a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12a. **Composition and English Literature.** This course covers the reading usually prescribed in the first half of the senior year of high school. It is intended for those who have not studied English literature. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12b. **Composition and English Literature.** A continuation of 12a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12a. **Problems of American Democracy.** A study of modern economic, social, and governmental problems. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12b. **Problems of American Democracy.** A continuation of 12a. 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12. **Commercial Arithmetic.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12. **Farm Crop Production.** 24 assignments. $\frac{1}{2}$ entrance unit.
\$8.00.

12. **Livestock and Poultry Production.** 24 assignments. $\frac{1}{2}$ entrance unit. \$8.00.

12a. **Shorthand.** $\frac{1}{2}$ entrance unit. 24 assignments. \$8.00.

12b. **Shorthand.** A continuation of 12a. $\frac{1}{2}$ entrance unit. 24 assignments. \$8.00.

TEACHERS CERTIFICATES MAY BE SECURED AND
RENEWED BY
UNIVERSITY EXTENSION COURSES

Many teachers who are working toward a University degree are anxious to select courses that will either secure or renew a certificate. They should be very careful in their selections. On the next few pages we have attempted to point out certain University extension courses that will meet the requirements of those who hope to earn one of the "new types" of state certificates (or renew their present certificate) and at the same time do work that will count as credit toward a degree at the University of Arkansas.

Provisions of the Arkansas Teachers Salary Law (Act 319 of the 1941 General Assembly) tend to emphasize the importance of teachers up-grading their preparation as rapidly as possible. Aid to school districts toward implementing teachers' salaries from the Teachers Salary Fund is based upon the college preparation of the teachers. This law specifically states that the level of professional preparation of the teacher to be used as a basis of allocation from the state is determined by the type of certificate held by the teacher. It is, therefore, to the interest of the teacher to increase his college preparation as rapidly as possible. The General Extension Service can render valuable service to teachers in this regard by providing a means for them to up-grade their certificates while actively engaged in teaching. Teachers who have sufficient time are advised to enroll for at least two courses at once. By rotating the lessons two courses may be completed as quickly as one.

The only limitation placed by the State Department of Education upon the amount of credit earned by correspondence and extension toward satisfying the requirements for certification will be those prescribed by the institution in which the work is done. In some colleges of the University a student is limited to a maximum of thirty semester hours of extension work as credit toward a degree. It is advised that teachers taking work by correspondence and extension adhere to the prescription of courses enumerated in the requirements for various types of certificates.

Teachers are advised to write to the State Department of Education at Little Rock for a copy of "Regulations Governing Certification of Teachers in Arkansas." In case of doubt, the bulletin from the State Department should be followed.

At the present time the State Board of Education issues or renews three general types of certificates. These are:

- (1) County Certificates.
- (2) Old Type State Certificates.
- (3) New Type State Certificates.

A brief description of each of these types of certificates with the renewal requirements of each type and suggestions as to specific courses which can be secured from the General Extension Service to satisfy these requirements follow:

COUNTY CERTIFICATES

Under terms of Act 329 of the Acts of 1941 provision was made for applicants desiring certificates valid in the unclassified schools of a given county to take an examination given by the County Supervisor. Such applicants should apply to the County Supervisor in the County where they plan to teach. Examinations are given on the third Thursday and Friday of March and September.

The same Act provides for the conversion of all existing County Second and Third Grade Certificates to the State Board County Certificate on or before September 1, 1941, and the issuance of the State Board County Certificates to all applicants passing the examination after September, 1941. The State Board County Certificate is issued and renewed by the State Board of Education. It is valid only in the county of issue. The renewal requirement is six semester hours of college work earned during the life of the certificate. Holders of the State Board County Certificate may, upon the completion of 18 semester hours of college work, convert to the State First Grade Certificate. The State Department of Education recommends that holders of this certificate follow the requirements for the Three-Year Elementary Certificate in choosing courses. (See page 38).

Act No. 329 also provides that holders of the County First Grade Certificate may have two options as follows: (1) retain the County First Grade Certificate; (2) convert to the State First Grade Certificate.

County First Grade Certificate: This certificate is renewable by the State Board of Education upon teaching during the life of the certificate or upon the holders' earning two semester hours of college credit during the life of the certificate. Holders of this certificate should select courses required for the Three Year Elementary Certificate.

State First Grade Certificate: This certificate requires two semester hours of college work for renewal, and teachers holding this type should select courses required for the Three Year Elementary Certificate.

OLD TYPE STATE CERTIFICATE

In 1934, the State Department of Education revised its certification regulations, establishing a series of new type certificates and discontinuing the original issue of old-type certificates. Teachers holding these certificates are permitted re-issues under the regulations existing at the time of issue. The following is a list of these old type certificates with the renewal requirements:

- (1) State Elementary, Series A—12 semester hours.
- (2) State Elementary, Series B—6 semester hours.
- (3) Professional by Examination—12 semester hours.
- (4) Professional on Credentials—6 semester hours.

A teacher holding either of the first three types above should select courses from those required for the Three Year Elementary

Certificate, while the holder of the Professional or Credentials should, if he has not completed a degree, select courses from those required either for the Six Year Elementary or High School Certificate, depending upon the field in which he is teaching.

NEW TYPE STATE CERTIFICATES

The new type certificates issued and re-issued by the State Board of Education are:

- (1) Three Year Elementary.
- (2) Four Year Elementary.
- (3) Six Year Elementary.
- (4) Junior High School.
- (5) High School.
- (6) Supervisors and Administrators.

All of these certificates are re-issued under one of two options: teaching during the life of the certificate, or six semester hours of college work. The holder of any one of the above certificates who plans to fulfill the college hour renewal requirements should select courses required for the next highest certificate in his field, that is, elementary or secondary.

For the convenience of teachers who are planning to work off the requirements for one of the new type certificates there are given below the requirements for each type of certificate in the first column. In the second column are listed courses available through the General Extension Service which will satisfy the requirements.

STATE CERTIFICATES

The Three-Year Elementary Certificate

1. Completion of a minimum of 30 semester hours of the Six-Year Elementary Certificate Curriculum in an approved college including:

2. General requirements -----18	
English (including Juvenile Literature ----- 6	English 102 a, b, c
Social Studies (including Geography) ----- 6	Elementary Education 272
Science ----- 2	Physical Education 262 or 292
Physical Education, Health and Safety ----- 2-3	Geology 102, Geography 112 or 122
2. Professional requirements

General and specific methods 6	Elementary Education 203
or	Educ. Adm. 102 or 103
Elementary Psychology ---- 3	Psychology 103 or 203

*Required by law of all teachers, Acts 312 of Acts of 1939.

Elementary Methods ----- 3	Elementary Education 253 and either Elementary Education 203 or Elementary Education 233
4. Professionalized content requirements ----- 6	
Public School Music ----- 2-3	
Public School Art ----- 2-3	

The Four-Year Elementary Certificate

1. Completion of a minimum of 60 semester hours of the Six-Year Elementary Certificate curriculum, in an approved college, including:	
2. General Requirements ----- 36	
English (including Juvenile Literature) ----- 6	English 102 a, b, c Elementary Education 272
Social Science (including Geography) ----- 6	History 103 a, b Geology 102, Geography 112 or 122 See courses in history, economics, political science, geography and sociology *Nature Study 102
Science ----- 6	See courses in botany, chemistry, mathematics and astronomy
Physical Education, Health and Safety ----- 6	Physical Education 292
3. Professional requirements ----- 12	Zoology 142
Educational Psychology Methods, Materials and Techniques	Psychology 103, 233 Elementary Education 203, 303, 233, 253 Educational Administration 102 or 103, 252
4. Professionalized content requirements ----- 6	
Public School Music ----- 2-3	
Public School Art ----- 2-3	

This certificate may be renewed by completing six additional semester hours of University extension work.

*This course required by law of all teachers, Act 312 of Acts of 1939.

The Six-Year Elementary Certificate

1. Graduation from an approved four-year college, 120-124 semester hours.	
2. General requirements: -----36	
English -----12	See courses in English
Social Studies -----12	See courses in history, political science, economics, geography, and sociology.
Science ----- 6	See courses in botany, chemistry, mathematics, and astronomy
Physical Education, Health and Safety ----- 6	*Nature Study 102
3. Professional requirements: 16	Physical Education 292, 342
Educational and Child Psychology -----2-3	Zoology 142, Bacteriology 313
Teaching in Elementary Schools, including principles, methods, and management	Psychology 233 and 242 or 333
Directed Teaching	Educational Administration 102 or 103
Suggested Electives:	Elementary Education 203, 233, 253
Tests and Measurements	Elementary Education 303
History of Education	
Curriculum—Philosophy and Principles	
Curriculum Construction	Education Administration 252
Philosophy of Education	
4. Specialization requirements:	
Public School Art and Art Appreciation ----- 4	
Public School Music and Music Appreciation ----- 4	
Juvenile Literature ----- 3	Elementary Education 273
American History and Government ----- 6	
Geography ----- 3	See courses in geography
Socialized Mathematics --- 3	political science and history
Integrated Course in Health and General Science ----- 3	
Specialization in one field	

This certificate may be renewed by completing six additional semester hours of University extension work.

*This course required by law of all teachers—Act 313 of Acts of 1939.

The Junior High School Certificate

1. Completion of a minimum of 60 semester hours work of the High School Certificate curriculum in an approved college, distributed as follows:
2. General requirements: ___36

English	12	English 102 a, b, c, 233a, b
Social Studies	12	See courses in history, economics, political science, geography, and sociology
Science	6	See courses in botany, chemistry, mathematics, and astronomy
Physical Education, Health and Safety	6	Physical Education 342
		Zoology 142
3. Professional requirements: 9

Educational psychology	Psychology 242 or 333
Teaching in Junior High Schools, including methods, principles, and management	Educational Administration 362
Directed Teaching	
Suggested Electives	
Tests and Measurements	
History of Education	Elementary Education 303 or
Curriculum Philosophy and Principles	Secondary Education 373
Curriculum Construction	
Classroom Management	Educational Administration
Technique of Teaching	102 or 103 and 252
General Methods	Elementary Education 203 or
	Secondary Education 313
4. *Specific requirements:

English	12	English 102 a, b, c, 233 a, b
Mathematics	6	See courses in mathematics
Biology		
General Science		
Biological Science and		
Physical Science	8	
(with a minimum of 3 semester hours in each)		
Latin	12	See courses in Latin
French	12	See courses in French
Spanish	12	See courses in Spanish

*This refers to requirements which must be met to be certified in a given field.

Social Science -----	14	See courses in history, economics, geography, political science, and sociology
European History or Survey of Civilization -----	3	
American History -----	3	
Economics		
Sociology		
Government		
Geography		
-----	8	

This certificate is valid for four years and may be renewed by completing six additional semester hours of University extension work.

The High School Certificate

1. Graduation from an approved four-year college.		
2. General Requirements: -----36		
English -----12	See courses in English	
Social Studies -----12	See courses in economics, history, political science, geography, and sociology	
Science ----- 6	See courses in botany, chemistry, mathematics, and astronomy	
Physical Education, Health and Safety ----- 6	Physical Education, 342	
	Zoology 142, Bacteriology 313	
3. Professional requirements: -----16		
Educational Psychology -----2-3		
Teaching in Secondary Schools -----5-6		
including		
Principles, Methods, and Management	Psychology 242 or 333	
	Secondary Education 203 or 303, 313	
	Secondary Education 352S, 352H, 352M, or 352E	
Directed Teaching -----5-6	Secondary Education 373	
Suggested Electives	Educational Principles 102	
Tests and Measurements	Education Administration 252	
Introduction to Education		
Philosophy of Education		
Curriculum Construction		
Extra Curricular Activities		
4. Specific requirements (Commerce only) -----32	Secondary Education 462	
Stenography (Shorthand) ----- 8		
Typewriting ----- 6	Shorthand 103a, b	
Bookkeeping and Accounting 9	Typewriting 101a, b; 202a, b	
	Accounting 203a, b	

Office Management -----	3	
Business English -----	2	English 202
Commercial Law -----	2	Commercial Law 442 or 452
Commercial and Industrial		
Geography -----	2	

5. There are certain other requirements which must be met by applicants for high school certificates. For information with reference to these requirements, write the State Department of Education. This certificate is valid for six years and may be renewed by completing six additional semester hours of University extension work.

Vocational Home Economics

1. Graduation from an approved four-year college with the B. S. H. E. degree.		
2. General requirements: ___15		
English (including Journalism 3)		English 102a, b, c; 233a, b; Journalism 203a
or		
English 9 (including Journalism 3) and a Modern Language 6		English 102a, b, c; 233a; French 103a, b, or German 104a, b, or Italian 203a, b, or Spanish 104a, b
3. Professional requirements: 21		
Educational, Adolescent or Child Psychology		Psychology 242 or 333; 222; 233
Adult Education		
Special Methods in Teaching		Secondary Education 203 or 303
Home Economics		Secondary Education 313
Directed Teaching		Secondary Education 373
Principles of Secondary Education		
Technique of Teaching		
Tests and Measurements		
4. Specialization requirements 69		
Home Economics -----35		Home Economics 132, 253
Food and Nutrition -----12		
Clothing and Textiles -----8		
Home Management Residence		
Child Development (this may include Child Psychology) - 6		
Family Relationships ----- 2		
Home Nursing ----- 2		
Household Economics ----- 2		
Related Science and Art ___34		
Elementary Design ----- 6		Home Economics 352

Costume Design	2	
Home Planning and Equipment	3	
House Furnishing	2	
General Chemistry	8	
Organic and Physical Chemistry	4	
General Zoology or Human Physiology	3	Zoology 383
Household Bacteriology	4	
Sociology	2	See courses in Sociology

This certificate is valid for six years and may be renewed by completing six additional semester hours of University extension work.

Vocational Agriculture

1. Graduation from a standard four-year agricultural college. Applicant must have two years of farm experience after he has reached the age of 14.
2. General requirements: 29

English (including public speaking, 2)	8	English 102a, b, c; Public Speaking 203
Chemistry	12	
Botany	5	
Military Art or Elective	4	
3. Professional requirements: 17

Technique of Teaching Materials and Methods	Secondary Education 313
Curriculum Construction for Teachers of Vocational Agriculture	
Directed Teaching	
Part-time and Evening Class Instruction	
Special Problems in the Teaching of Agriculture	
Construction of Objective Tests in Vocational Agriculture	
4. Specialization requirements: 76

Agricultural Science	18	
Veterinary Biology	3	
Entomology	3	
Plant Pathology	3	
Bacteriology	4	Bacteriology 303
Genetics	3	Botany 313
Agricultural Science Elective	2	
Agricultural Engineering	9	
Graphics	1	Agricultural Engineering 101

Terracing - -----	2	
Farm Machinery -----	3	
Buildings - -----	3	
Agronomy - -----	17	
Crops - -----	3	Agronomy 103, 353
Soils - -----	5	
Forage Crops -----	3	
Soil Fertility -----	3	
Cotton - -----	3	
Animal Industry -----	9	
Introduction to Animal		
Industry - -----	2	
Poultry - -----	2	Animal Industry 112
Dairy - -----	2	
Feeds - -----	3	
Horticulture - -----	11	Horticulture 213
Production - -----	3	
Forestry - -----	2	
Vegetable Production -----	3	
Orchards - -----	3	
Rural Economics -----	12	Rural Economics 103, 303,
Production Economics ---	3	313, 433
Agricultural Economics ---	3	
Farm Management -----	3	
Marketing - -----	3	

This certificate is valid for six years and may be renewed by completing six additional semester hours of University extension work.

Industrial Arts

1. Graduation from an approved four-year college.	
2. General requirements: ___42	
English - -----12	See courses in English
Social Science -----12	See courses in economics, history, political science, geography, and sociology
Physics - -----6	
Mathematics - -----6	See courses in mathematics
Physical Education, Health and Safety -----6	Physical Education 342
3. Professional requirements: ___16	Zoology 142
Educational Psychology --- 3	
Directed Teaching ----- 5	Psychology 242 or 333
Special Methods and Problems in Industrial Arts --- 2	
General Shop Organization_ 2	
Terracing - ----- 2	

Farm Machinery -----	3	
Buildings -----	3	
Introduction to Animal		
Crops -----	3	Agronomy 103, 353
Soils -----	5	
Forage Crops -----	3	
Soil Fertility -----	3	
Cotton -----	3	
Animal Industry -----	9	
Introduction to Animal		
Industry -----	2	
Poultry -----	2	Animal Industry 112
Dairy -----	2	
Feeds -----	3	
Horticulture -----	11	Horticulture 213
Production -----	3	
Forestry -----	2	

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Place of birth

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Number and title of course-----

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